

BOARD OF SUPERVISORS

Brown County



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EDUCATION & RECREATION COMMITTEE

Jesse Brunette, Chair
Tim Carpenter, Vice Chair
Bill Clancy, John Vander Leest, Vicky Van Vonderen

EDUCATION & RECREATION COMMITTEE

Thursday, June 3, 2010

5:30 p.m.

Rm 200, Northern Building
305 E. Walnut Street

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/modify minutes of May 6, 2010.

Museum

1. Budget Status Financial Report for April 2010.
2. Attendance & Admission, April 2010.
3. Director's report.

Golf Course

4. Golf Course Financial Statistics for May 2010.
5. Budget Status Financial Report for April 2010.
6. Superintendent's Report.

Library

7. Budget Status Financial Report for April 2010.
8. Budget Adjustment Request (#10-53): Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund).
9. Director's Report.

NEW Zoo

10. Budget Status Financial Report for April 2010.
11. Zoo Monthly Activity Report for May 2010.
 - a. Visitor Center Operation Reports:
 - i. Admissions Revenue Attendance.
 - ii. Gift Shop, Concessions & Zoo Pass Revenue.
 - b. Curator's Report – Animal Collection Report for May 2010.
 - c. Education & Volunteer Programs Report for April 2010.
12. Request waiver of fees at the NEW Zoo for the "Feast with the Beasts" event on August 2, 2010.
13. Director's Report.

Parks

14. Budget Adjustment Request (#10-45): Increase in expenses with offsetting increase in revenue.
15. Grant Application Review (#10-11): County Conservation Aids – Haller's Creek Culvert Replacement.
16. Approval of RFP for Barkhausen Waterfowl Preserve and Brown County Fairgrounds photovoltaic systems.
17. Budget Status Financial Report for April 2010.
18. Recommendation from staff to change boat launch hours.
19. Director's Report for April 2010.

Resch Centre/Arena/Shopko Hall

20. April - Attendance for the Brown County Veterans Memorial Complex.

Other

21. Audit of bills.
22. Such other matters as authorized by law.

Jesse Brunette, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda. Word97/agendas/edrec/June_2010.doc

**PROCEEDINGS OF THE BROWN COUNTY
EDUCATION & RECREATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on Thursday, May 6, 2010 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, WI

Present: Jesse Brunette, Tim Carpenter, Bill Clancy, John VanderLeest, Vicky VanVonderen
Also Present: Lynn Stainbrook, Terry Watermolen, Lori Denault, Maria Fischer Lasecki, Bill Dowell, Doug Hartman, Marv Hansen, Jon Rickaby, Matt Kriese, Gene Umberger, Scott Anthes, Jayme Sellen, Judy Krawczyk, Julie Knier, Supervisor Carole Andrews, Other Interested Parties

I. Call to Order:

The meeting was called to order by John VanderLeest at 5:32 p.m.

II. Approve/Modify Agenda:

#s 4 & 11 were moved on the agenda, although are shown in proper format here.

Motion made by Supervisor Brunette and seconded by Supervisor Carpenter to approve as amended. MOTION APPROVED UNANIMOUSLY

III. Election of Chair:

Nomination by Supervisor Clancy to elect Jesse Brunette as Chairman of the Education & Recreation Committee. Nominations Closed. JESSE BRUNETTE elected CHAIRMAN by unanimous ballot.

V. Election of Vice-Chair:

Nomination by Supervisor VanderLeest to elect Tim Carpenter as Vice- Chairman of the Education & Recreation Committee. Nominations Closed. TIM CARPENTER elected VICE-CHAIRMAN by unanimous ballot.

V. Set Date and Time for Regular Meetings:

Meetings will be held the 1st Thursday of the month at 5:30 p.m. unless traveling to the various sites, when it was suggested the time be set for 6 p.m.

VI. Approve/Modify Minutes of April 1, 2010:

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to approve. MOTION APPROVED UNANIMOUSLY

Communications:

1. **Communication from Supervisor Knier – Relating to the Library System in Brown County to eliminate fee charged for library patrons and Brown County residents who do not have their library card in hand while utilizing services. (Held until May meeting):**

Former Supervisor, Julie Knier, again addressed this issue brought forward at the April meeting. She explained it has been brought to her attention that persons coming into the library without their library card, wanting to access a computer, need to ask a librarian for a temporary pass. Although given an opportunity to have access without charge one to

two times, they are informed if they continue to forget their card, they will be charged \$1 for 2 hours of computer time. Knier disputed this policy and last month asked to see it in writing. She opined if you are a Brown County citizen there should be no charge.

Library Director, Lynn Stainbrook, referred to the existing policy which was included in packet material. She explained that the Library has been asked by the County Board to cut back on staff and to bring in more money. Charging for computer use without a library card is one way of utilizing staff while bringing in more money, pointing out that \$1 for 2 hours of computer use is minimal.

Terry Watermolen of the Library Board informed the committee that the Board did review the existing policy and felt that it is working well, noting that discretion is built into the policy that allows staff to waive the fee if they feel appropriate.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file.

MOTION APPROVED UNANIMOUSLY

2. **Communication from Supervisor Scray – With fears of revenue from State and Federal sources being cut, I am asking each Department Head to decide ahead of time where they could cut another 10%, if needed, while doing their budget process. This may include mandated services that department heads feel are not beneficial to County and the penalties are not severe. (Held until May meeting):**

Supervisor Clancy pointed out that this communication has been before all committees and that the budget is not known at this time, making it difficult to make any projections. VanderLeest added that the budget is the prerogative of the County Executive and will be discussed at the appropriate time.

Motion made by Supervisor Clancy and seconded by Supervisor VanderLeest to receive and place on file.

MOTION APPROVED UNANIMOUSLY

3. **Communication from Supervisor VanderLeest re: Request for a creation of subcommittee made up of citizens, Education & Recreation Committee member, Museum Governing board members, and Museum Staff on how to improve the Neville Public Museum. (Held until May meeting):**

Museum Director, Gene Umberger, stated that County Executive Hinz has prepared a statement regarding Supervisor VanderLeest's communication requesting the creation of a subcommittee to determine ways to improve the Museum. It reads as follows:

"Michael Troyer is going to facilitate a five year strategic plan for the Museum. That would be the time to add a couple of appointed positions to that planning committee selected by the County Executive . . . I would suggest you coordinate the Museum's 5 year strategic plan with a goal to identify improvements that can be made to the structure and organization of the Neville Public Museum."

Further discussion resulted in the consensus to approve the following motion:

Motion made by Supervisor VanderLeest and seconded by Supervisor Clancy to have Michael Troyer facilitate a five year strategic plan for the Museum by working with the County Executive and Chair of the Ed & Rec Committee to have positions appointed to the Planning Committee in order to improve the structure and organization of the Neville Public Museum. MOTION APPROVED UNANIMOUSLY

It was noted that Supervisors Brunette and Wetzel already serve on the Museum's Governing Board.

NEW ZOO:

4. **Introduction and comments from N.E.W. Zoological Society, Inc. President, Judy Krawczyk:**

N.E.W. Zoological Society President, Judy Krawczyk, distributed information to the committee, stating that the Zoo is successful due to the efforts of this committee to make the Zoo an enterprise account.

Supervisor VanderLeest thanked Ms. Krawczyk for her work with the Zoo Society.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file.

MOTION APPROVED UNANIMOUSLY

5. **Budget Status Financial Report for March 31, 2010:**

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

6. **Zoo Monthly Activity Report for:**

a. **Visitor Center Operation Reports:**

- i. **Admissions Revenue Attendance:**
- ii. **Gift Shop, Concessions & Zoo Pass Revenue:**

Along with Maria Fischer Lasecki, Operations Manager, were staff members Carman Murach, Curator of Animals, Laura Buntman, Guest Services Coordinator, and Cara Rentmeester, Administrative Assistant.

Maria Fischer Lasecki highlighted the following in regard to the Visitor Center Operations Report:

- An architectural drawing of the Educational/Administration Building was distributed and is attached.
- Fox 11 programming has been discontinued
- The DNR has announced that the Badger will be featured on a new license plate that will help fund protection efforts for rare and unique Wisconsin wildlife and plants (attached)
- A letter to the Concerned Hearts Club is attached, thanking them for their support toward an AED unit for the Mayan Taste of the Tropics Restaurant.

Attendance through March of this year showed an increase of 6,836 persons for the month of April, a 30% increase for the month, and a 32% increase year to date. Admissions revenue, gift shop sales, and concessions also show an increase over last year, with 199 new Zoo pass members.

b. **Curator's Report – Animal Collection Report:**

Carman Murach, Curator of Animals, added the following to the written report included in packet material:

- One of the zookeepers has asked if she can take vacation and travel to the Gulf to help out with the disaster related to the recent oil spill.
- The tortoise exhibit will open in June
- An accommodation was received from the Brown County LEAN Steering Committee for participation in a kaizen event (attached).

c. **Education & Volunteer Programs Report for March 2010:**

Total volunteer hours in March totaled 461. There was a successful Easter event, onsite programs, Zoomobile programming, etc.

Motion made by Supervisor Carpenter and seconded by Supervisor VanVonderen to receive and place on file 6a, b, & c.

MOTION APPROVED UNANIMOUSLY

7. **Director's Report:**

Ms. Lasecki informed the committee of upcoming events including:

- Mother's Day Event – May 9th which will include a component to honor Brown County Foster Families.
- Family Celebration Day – the first week in June
- Mayan Restaurant activities are progressing with planning for future brunches, celebrations, etc.

Motion made by Supervisor VanderLeest and seconded by Supervisor Clancy to receive and place on file. MOTION APPROVED UNANIMOUSLY

Parks:

8. **Request from the Brown County 4-H Horse Association for a waiver of fees for the horse ring at the Brown County Fairgrounds for practices, a horse show, and a clinic:**

A letter from the Brown County Horse Association was addressed. As in years past, this association has had shows and educational clinics at the Brown County Fairgrounds. They have requested a waiver of fees in lieu of services.

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to approve the request from the Brown County 4-H Horse Association for waiver of fees for practices, a horse show, and a clinic at the Brown County Fairgrounds in lieu of services.

MOTION APPROVED UNANIMOUSLY

9. **Request from the Stump Farm 12 Race for a waiver of trail fee at the Reforestation Camp on May 8, 2010:**

Doug Hartman recommended that the \$250 fee be waived explaining that this group will donate 80% from their entry fees, last year totaling \$2,000. These dollars are put into a trust fund to be designated for mountain bike trail upgrade and development.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to approve the request from the Stump Farm 12 Race for waiver of a \$250 trail fee subject to agreement that they will return 80% of their profits to maintenance of the Mountain Bay Trail.

MOTION APPROVED UNANIMOUSLY

10. **Budget Status Financial Report – March 2010:**

Hartman reported that the budget is on track.

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

11. **Director's Report for March 2010:**

Doug Hartman and Bill Dowell distributed information (attached) relative to Facility and Park Management services. Hartman informed new and old committee members that the two departments provide services to Brown County organizations in 29 County buildings encompassing 1.4 million gross square feet and operate 18 parks, recreation areas, and natural areas comprised of over 3,500 acres.

They also highlighted the following: (See attachment for details)

- 2010 Policy Initiatives
- Park Activities
- Levy Trends
- Organizational Chart
- List of parks and park areas
- 2009 Capital Projects completed
- List of Buildings & Facilities

Also distributed was a 1st quarter report for the Parks Division with information related to renewable energy initiatives, outdoor educational programming (Barkhausen), boat launch activities at Lily Lake, Suamico River, Bay Shore Park, and Wrightstown (Fox River), state recreational trails, cross country ski trails, snow removal, NEW Zoo maintenance, snowmobile trails, along with activities and maintenance at Pamperin Park, and Barkhausen

Hartman also reported that an agreement has been signed with the DOT for litigation services related to work that will be done on Highway 29 and the creation of a frontage road, which will change the entrance to Pamperin Park. Supervisor VanderLeest suggested that the County do their own appraisal of the six acres involved. If there is a settlement, Mr. Dowell explained the dollars would go into the parks trust fund, a building and land purchasing account.

A portion of the Fox River Trail has been closed as of May 3rd through Memorial Day to pave two more miles of the trail between Rockland and Midway Road. Hartman indicated that funding was received from the American Recovery & Reinvestment Grant (stimulus funds) for this project. This will make 10 miles of paved trail with 3 ½ miles left to Greenleaf.

In addition to the written report in packet material, Staff Managers highlighted activities during the last reporting period:

Marvin Hansen – Mr. Hansen is responsible for the Brown County Fairgrounds, Neshota Park, Way-Morr Park, Lily Lake, Wrightstown Park, and Fonferek Glen. Recent storm damage and rain caused damage to the retaining wall at Wrightstown Park. Other work he is involved with includes maintenance of hiking trails and boat launches. Upcoming events at the Fairgrounds including an auction, a diabetes walk, a sports festival, weekly dog and horse training, etc. Shelters at Way-Morr and Neshota Parks have been opened for rental.

Matt Kriese - Supervisor at Barkhausen Waterfowl Preserve, Suamico Boat Landing, Fox River Trail, Mountain Bay Trail and Devil's River Trail.

Educational projects held at Barkhausen have included:

- Bat House Building
- Maple Syrup Production
- Service day with Notre Dame students
- Working with the Land Conservation Department on habitat wetland enhancement projects

- Other projects have included work on the Heritage Road rest station, the Mountain Trail, and at the Suamico Boat landing

A letter from Judy Naze, the widow of Judge Peter Naze to Mr. Kriese was noted by Mr. Hartman. Kriese has assisted Mrs. Naze with finding an appropriate area on the Fox River Trail for a memorial to the Judge

Jon Rickaby – Manager at the Reforestation Camp and responsible for ski, hiking, and mountain bay trails. In addition he completes ground and equipment maintenance at the NEW Zoo. There are 38 different structures on site. Rickaby reported he is responsible for park and zoo buildings and grounds maintenance, lodge ski program sales, ski trail grooming, park and Zoo snow removal and salting, park maintenance, along with preparation of trails for spring opening, etc.

Another Manager, Rick Ledvina who is responsible for activities at Bay Shore Park, the Brown County Park/Pet exercise Area, Pamperin Park, the VandeHei Property and Wequiock Falls, was not present. Please see packet information for further details.

Motion made by Supervisor VanderLeest and seconded by Supervisor Clancy to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Library:

12. Budget Status Financial Report for March 31, 2010:

Director Stainbrook reported that the actual revenue varies from the budget primarily by the 2009 carryover.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file.

MOTION APPROVED UNANIMOUSLY

13. Follow-up re: Internet Use at the Library:

Refer to discussion under Communications #1 above.

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

14. Director's Report:

Lynn Stainbrook highlighted activities from her written report which is attached.

- The Bookmobile participated in the Big Event for Little Kids sponsored by Encompass Early Education and Care held at ShopKo Hall. More than 1000 kids and adult were present.
- The Adopt a Program campaign that encourages business, individuals, and/or organizations to sponsor a summer reading program children's event has been successful.
- Have been involved with the statewide LZ Lambeau welcome home for veterans
- Kick Off for the Summer Reading Program will be held on June 5th at the Central Library
- Weyers-Hillard Branch will hold a 10th anniversary celebration on May 22nd.
- SEEDS (Sustainable Education & Economic Development) Group of DePere are looking at the Kress Branch relative to energy panels. An RFP has gone out with proposals due May 10th.
- Fifteen or more energy conservation and repair projects based on the Boldt Engineering Assessment are underway.
- Working on a new integrated library automation system

- Mary Ryan will retire on May 7th.

Ms. Stainbrook explained that the Library Board will be working with the team of Frye, Boldt Construction, and Somerville on renovation of the Central Library. Supervisor VanderLeest asked if there would be a sub-committee formed to address the various components. Dr. Watermolen indicated that the building is in excess of 40 years old, explaining that an engineering study has determined that the building is sound. The next step is to review space needs for the next 20-30 years, along with a pre-design of a renovated building. VanderLeest suggested that the Packer Organization be asked for support and Ms. Stainbrook agreed, stating they have been very supportive in the past. \$300,000 has been received as part of a Federal appropriation to help with certain costs. After receipt of the architectural plans, a decision will be made as to how to use the dollars.

Supervisor VanVonderen asked if there has been any thought to having electronic books and services. Stainbrook replied they do presently have the capacity to download audio and electronic books, however, there are legal issues with access and pricing. The State Legislature is reviewing this matter.

Library Board Director, Dr. Terry Watermolen, informed the committee that a new green project at the DePere Library will be installed through grants and fund raising. The cost is estimated at \$2,000. He also pointed out that the 2009 summer reading program involved 9,000 participating children.

A flyer was distributed regarding a Used Book Sale sponsored by Friends of the Brown County Library scheduled from May 4 - 8 at the Central Library location (attached).

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.
MOTION APPROVED UNANIMOUSLY

Museum:

- 15 **Budget Status Financial Report for February 28, 2010 & March 31, 2010:**

Motion made by Supervisor VanderLeest and seconded by Supervisor Clancy to receive and place on file.
MOTION APPROVED UNANIMOUSLY

- 16 **Attendance & Admissions, March 2010:**

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file.
MOTION APPROVED UNANIMOUSLY

17. **Director's Report:**

Gene Umberger highlighted the following events from his written report which is attached:

Exhibits:

- "The Ledge" celebrates the state legislature's proclamation that 2010 is "The Year of the Niagara Escarpment". The Fox Cities Magazine article "Love the Ledge" was distributed for review.
- "Hatching the Past: Dinosaur Eggs and Babies (June 5 to May 22, 2011)
- Face to Face: Portraits from the Museum Collection, June 5 – August 22nd
- In addition the first annual Wine/Jazz Festival will be held on June 19th, along with the Northeastern Wisconsin Wine Roundtable and Reception on June 10th.

Programs: In addition to the ongoing series, the following will be held:

- *Explorer Saturday: Here Comes the Bride for Girl Scouts* – May 1st
- *After the Ceremony: How to Preserve and Store your Wedding Mementos* (May 5th)
- Tony Rajer will be in Studio 210 during May conserving the Rufus B. Kellogg painting.
- A student in the NWTC Landscape Horticulture Technician Program has created a plan for the front of the museum.
- The Museum is offering free admission on Mother's Day, along with a 15% discount in the Gift Shop.
- The Curator of Education, Matt Welter, is trying a "flash mob" event hoping to get up to 100 brides or bridesmaids at the museum on Wednesday night, May 12th.
- Gift Shop continues to exceed last years numbers.

Motion made by Supervisor Carpenter and seconded by Supervisor Clancy to receive and place on file. MOTION APPROVED UNANIMOUSLY

Golf Course:

18. **Golf Course Financial Statistics (to be distributed at meeting):**
Golf Course Financial Statistics attached

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file.

MOTION APPROVED UNANIMOUSLY

19. **Budget Analysis Financial Report for March 31, 2009:**
Revenues and expenses are within budgeted amounts.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to receive and place on file.

MOTION APPROVED UNANIMOUSLY

20. **Budget Adjustment Request (#10-37): Change in any item with Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification:**

Superintendent, Scott Anthes, explained that in 2010 the Golf Course budgeted \$25,000 for a new Toro SandPro. The actual cost came in at \$14,000. With the remaining funds the Golf Course is to purchase a new Lily Fertilizer spreader to replace the 12 year old broken one. In addition, they plan to add two more phones to the new phone system and a computer in the maintenance shop. Lastly, in order to bring the POS system software to PCI compliance, they need to update the software and hardware.

Motion made by Supervisor VanderLeest and seconded by Supervisor Clancy to approve. MOTION APPROVED UNANIMOUSLY

21. **Superintendent's Report:**

Scott Anthes highlighted the following activities during the last reporting period:

- Pictures of a reseeding project on the course were distributed for review.
- Oneida has approached the Golf Course regarding Trout Creek. They are trying to re-establish Brook Trout in the creek and have issues with the pond on the 17th hole which dams the creek making the water too warm for fish to live. Oneida has provided a set of plans to re-route the creek around the pond which is presently being reviewed.

- The First Tee Program of Northeast Wisconsin is looking for a permanent place to reside and has asked the Brown County Golf Course if they would like to get involved. Brown County does have 80 acres of land to the west which could be use for this purpose. First Tee would be responsible for the funding of the project and could be used by Brown County when not in use. Anthes will be returning with further information.
- The Superintendent reported that when pruning and trimming shrubs and trees he came across the original blueprints from the 1950's when the course was developed. He contacted the son of the designer, Roger Packard, and discovered that Lawrence Packard is still alive and living in Florida at 97 years of age. When he retired, plans that were 7 years and older were destroyed. Anthes would like to get a list of the original plants that were planted and Roger Packard has offered consulting services. He will update the committee.

Future Events:

May 10th – Airifying the front and back 9 greens
May 15th & 16th – Spring Classic
May 17th – Child Museum Outing
May 18th – Bay Conference High School Outing
May 24th – Red Cross Outing

Motion made by Supervisor VanderLeest and seconded by Supervisor Clancy to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Resch Centre/Arena/Shopko Hall:

22. **March attendance for the Brown County Veterans Memorial Complex:**

Motion made by Supervisor VanderLeest and seconded by Supervisor VanVonderen to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Other:

23. **Audit of Bills:**

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to approve payment of bills.

MOTION APPROVED UNANIMOUSLY

21. **Such Other Matters as Authorized by Law:**

Jesse Brunette thanked his fellow supervisors for his election as Chairman. Upcoming issues will be First Tee at the Golf Course, a possible Dog Park in the County, repairs at the Resch Center, Library improvements, a strategic plan, allocation of room tax, etc.

Supervisor VanderLeest suggested that typically when there have been new supervisors, meetings have been held at the various locations throughout the County. This suggestion will be considered as meetings are scheduled.

Motion made by Supervisor VanderLeest and seconded by Supervisor Carpenter to adjourn at 7:54 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary

Brown County
Museum

Budget Status Report

4/30/2010

Annual YTD

	Amended Budget	Actual
Property Tax Revenue	\$ 1,063,910	\$ 354,637
Charges for Sales and Services	\$ 110,500	\$ 26,326
Miscellaneous Revenue	\$ 1,500	\$ 1,000
Rent	\$ 6,500	\$ 1,670
NPM Foundation Donations	\$ 100,000	\$ 22,691
Donations	\$ 2,000	\$ 210
Salaries	\$ 483,522	\$ 142,266
Fringe Benefits	\$ 224,067	\$ 75,147
Clothing Allowance	\$ 350	\$ -
Operations and Maintenance	\$ 44,081	\$ 15,647
Utilities	\$ 89,896	\$ 26,945
Chargebacks	\$ 281,134	\$ 91,139
Contracted Services	\$ 61,360	\$ 21,056
Exhibits - Foundation Funded	\$ 100,000	\$ 22,691

HIGHLIGHTS:

Revenues

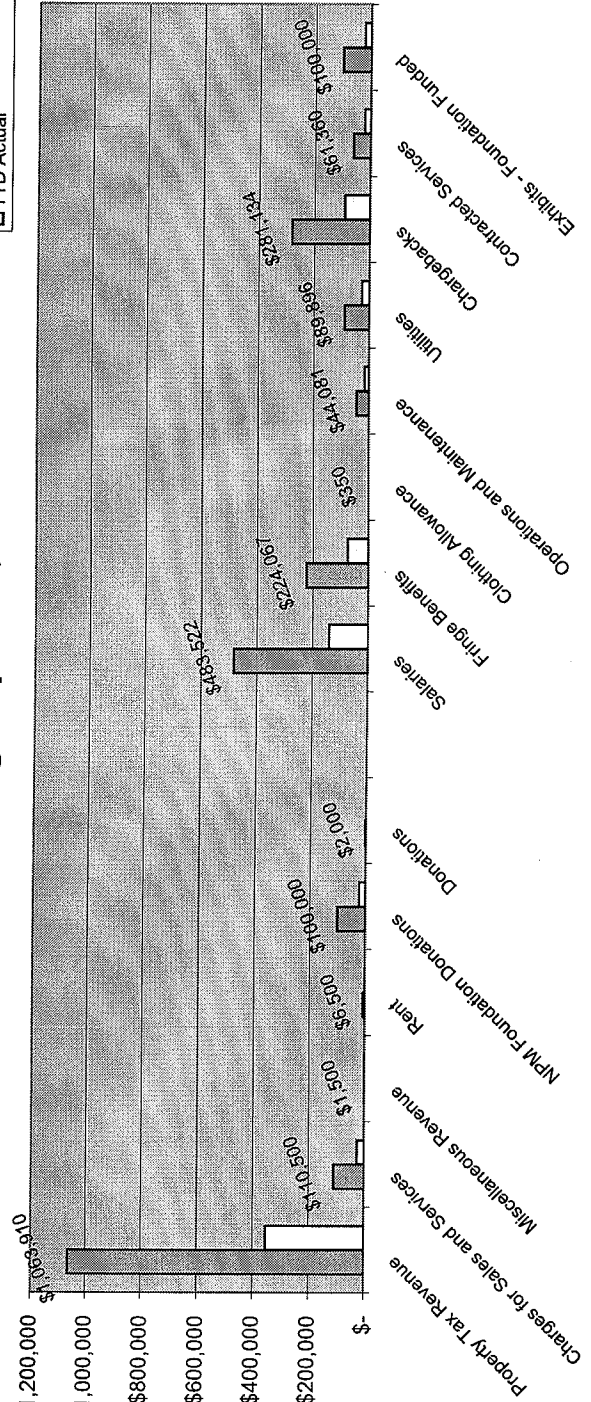
YTD Revenues = \$406,533

Expenses

YTD Expenditures = \$394,891

Museum - through April 30, 2010

■ Annual Amended Budget
□ YTD Actual



PRODUCTION *Brown Co* PRODUCTION

Museum Monthly Budget Report through April 30, 2010

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less Transactions	% Used / Rec'd	Prior YTD Total
<u>Fund: 100 - GE</u>									
<u>Revenues</u>									
PTX - Property taxes	1,063,910.00	0.00	1,063,910.00	88,659.17	0.00	354,636.68	709,273.32	33%	368,736.00
CSS - Charges for sales and services	110,500.00	0.00	110,500.00	5,112.90	0.00	26,325.90	84,174.10	24%	24,078.54
MRV - Miscellaneous revenue	1,500.00	0.00	1,500.00	500.00	0.00	1,000.00	500.00	67%	750.00
RNT - Rent	6,500.00	0.00	6,500.00	115.00	0.00	1,670.00	4,830.00	26%	1,355.00
CTB - Contributions	102,000.00	0.00	102,000.00	22,737.00	0.00	22,900.28	79,099.72	22%	39,070.31
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Revenue Totals:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$117,124.07	\$0.00	\$406,532.86	\$877,877.14	32%	\$433,989.85
<u>Expenditures</u>									
PER - Personnel services	483,522.00	0.00	483,522.00	37,297.46	0.00	142,266.32	341,255.68	29%	135,755.75
FBT - Fringe benefits and taxes	224,067.00	0.00	224,067.00	19,506.28	0.00	75,146.75	148,920.25	34%	70,056.90
EMP - Employee costs	350.00	0.00	350.00	0.00	0.00	0.00	350.00	0%	0.00
OPM - Operations and maintenance	44,081.00	0.00	44,081.00	2,644.97	0.00	15,647.29	28,433.71	35%	18,800.52
UTL - Utilities	89,896.00	0.00	89,896.00	5,965.22	0.00	26,945.09	62,950.91	30%	31,061.43
CHG - Chargebacks	281,134.00	0.00	281,134.00	23,299.23	0.00	91,139.35	189,994.65	32%	71,568.30
CON - Contracted services	61,360.00	0.00	61,360.00	7,259.44	40,203.19	21,055.51	101.30	100%	23,506.96
OTH - Other	100,000.00	0.00	100,000.00	22,690.73	0.00	22,690.73	77,309.27	23%	36,002.65
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Expenditure Totals:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$118,663.33	\$40,203.19	\$394,891.04	\$849,315.77	34%	\$386,752.51
Revenue Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$117,124.07	\$0.00	\$406,532.86	\$877,877.14	32%	\$433,989.85
Expenditure Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$118,663.33	\$40,203.19	\$394,891.04	\$849,315.77	34%	\$386,752.51
Fund: 100 Net Total	\$0.00	\$0.00	\$0.00	(\$1,539.26)	(\$40,203.19)	\$11,641.82	\$28,561.37		\$47,237.34
Revenue Grand Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$117,124.07	\$0.00	\$406,532.86	\$877,877.14	32%	\$433,989.85
Expenditure Grand Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$118,663.33	\$40,203.19	\$394,891.04	\$849,315.77	34%	\$386,752.51
Grand Total:	\$0.00	\$0.00	\$0.00	(\$1,539.26)	(\$40,203.19)	\$11,641.82	\$28,561.37		\$47,237.34

Neville Public Museum Attendance and Admissions
April 2010

Attendance													
Date	Day	Adult Adm	Child Adm	Free Child	Free Other (researchers, interns, etc.)	Free Friends Member	# Students	Free Time (Wed 6-8 pm)	Gift Shop Only (open limited hours)	Programs & Meetings	Total Attendance	Total Admission Revenue	
1	Thurs	32	19	7	18	0	0		9	0	85	\$166	
2	Fri	30	11	8	8	7	2			0	66	\$144	
3	Sat	54	25	16	6	5	1		3	55	165	\$267	
4	Sun Easter	20	10	3	0	7	0		2	20	62	\$100	
5	Mon	35	17	3	6	0	0		2	0	63	\$174	
6	Tues	36	24	12	5	11	0		5	0	93	\$192	
7	Wed	69	26	21	18	0	0	44	1	125	304	\$328	
8	Thurs	33	14	13	12	1	0		0	87	160	\$160	
9	Fri	36	23	6	19	0	0		1	0	85	\$190	
10	Sat *	97	61	30	11	19	8		1	818	1,045	\$518	
11	Sun *	38	19	7	0	5	0		1	563	633	\$190	
12	Mon	18	1	4	15	1	0		3	79	121	\$74	
13	Tues	12	0	10	20	1	17		2	109	171	\$48	
14	Wed	11	2	6	12	0	0	23	2	50	106	\$48	
15	Thurs	10	0	1	15	0	0		3	99	128	\$40	
16	Fri	28	1	1	4	0	0		0	0	34	\$114	
17	Sat	67	29	15	2	3	12		1	97	226	\$335	
18	Sun	20	8	4	2	0	0		0	125	159	\$96	
19	Mon	11	0	3	7	0	52		1	111	185	\$96	
20	Tues	10	3	1	9	0	0		0	7	30	\$46	
21	Wed	16	5	8	16	5	30	59	0	232	371	\$74	
22	Thurs	12	2	6	8	1	0		2	0	31	\$52	
23	Fri	5	2	0	9	3	15		2	65	101	\$39	
24	Sat	100	40	25	5	9	1		0	42	222	\$473	
25	Sun	59	13	15	5	0	0		3	0	95	\$262	
26	Mon	10	1	3	6	0	0		3	23	46	\$42	
27	Tues	11	0	1	7	0	8		2	0	29	\$52	
28	Wed	11	0	1	12	2	21	38	3	131	219	\$65	
29	Thurs	16	0	1	15	4	0		0	74	110	\$64	
30	Fri	15	1	3	9	0	51		8	92	179	\$113	
TOTAL		922	357	234	281	84	218	164	60	3,004	5,324	\$4,562	
											Apr-09	5,704	\$5,183

* Neville Public Museum Geology Club Rock, Gem & Mineral Show

**GOLF COURSE FINANCIAL STATISTICS
AS OF MAY 16, 2010**



GOLF COURSE REVENUE:

	TOTAL PLAYERS	TOTAL REVENUE
2010 YTD	6,393	101,630.00
2009 YTD	4,736	97,168.85 *
2008 YTD	4,441	84,761.25 *

PASSES PURCHASED:

		PASSES SOLD	TOTAL REVENUE
ADULTS	1,250	74	92,500.00
HUSBAND AND WIFE	2,250	3	6,750.00
SR CITIZEN (62+)	1,124	34	38,216.00
SR HUSBAND AND WIFE	2,023	2	4,046.00
ADULT 18-22	650	2	1,300.00
JUNIOR (18 & UNDER)	956	0	0.00
LIMITED JUNIOR	300	14	4,200.00
FREE ADULT PASS (1,250)		0	0.00
TOTAL PASSES		<u>129</u>	<u>147,012.00</u>
REFUNDED PASSES			0.00
REVENUE FROM GC & DUPLICATE PASSES			1,475.75
REVENUE FROM DAILY PLAY			<u>101,630.00</u>
TOTAL REVENUE RECEIVED			<u><u>250,117.75</u></u>

PRO-SHOP SHARED REVENUE (CARTS):

	COUNTY SHARE
2010 YTD	6,508.50
2009 YTD	7,003.80 *
2008 YTD	5,443.90 *

SAFARI STEAKHOUSE SHARED REVENUE:

	COUNTY SHARE
2010 YTD	28,850.96
2009 YTD	31,169.58
2008 YTD	29,081.81

* Effective for the week ending 4/19/09, YTD golf course comparison numbers for 2009 and 2008 were reported weekly, not daily. Because of this, the YTD comparison numbers from this point forward for 2009 and 2008 may include a variance of 1 to 2 days.

Brown County

Golf Course

Budget Status Report

4/30/2010

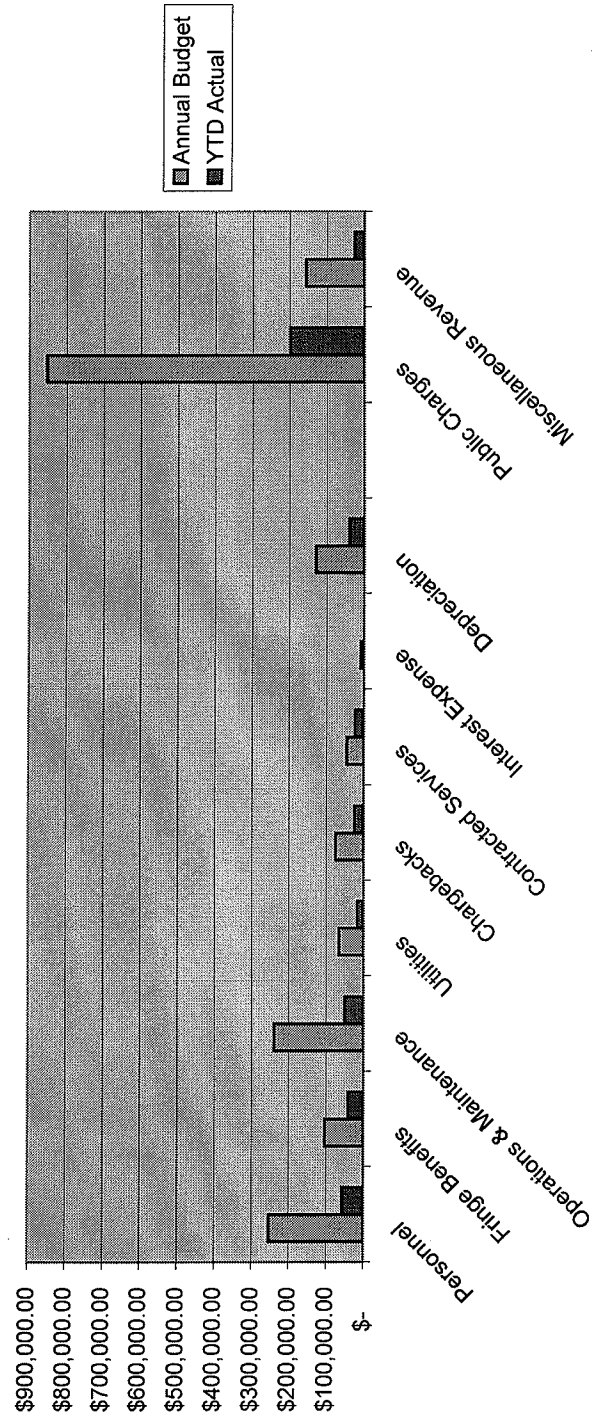
	Annual Budget	YTD Budget	YTD %
Personnel	\$ 253,100.00	\$ 56,632.45	22
Fringe Benefits	\$ 103,068.00	\$ 40,572.00	39
Operations & Maintenance	\$ 238,704.00	\$ 49,921.52	26
Utilities	\$ 65,730.00	\$ 16,098.26	24
Chargebacks	\$ 74,909.00	\$ 24,143.94	32
Contracted Services	\$ 44,812.00	\$ 23,080.76	52
Interest Expense	\$ 8,131.00	\$ -	0
Depreciation	\$ 128,875.00	\$ 39,997.19	31
Public Charges	\$ 853,000	\$ 198,085	23
Miscellaneous Revenue	\$ 155,501	\$ 25,882	16

HIGHLIGHTS:

Revenues and expenses are well within budgeted amounts. The golf course is a seasonal operation that runs from April to November.

The Golf Course is an Enterprise Fund that returns \$62,060 to the general fund.

Golf Course Budget Analysis April 30, 2010



Brown County
Library
Budget Status Report
4/30/2010

	Annual Budget	YTD Actual
Property Taxes	\$ 6,609,353	\$ 2,203,118
Intergov't Revenue	\$ 96,897	\$ 33,744
Charges for sales and services	\$ 319,560	\$ 111,140
Intergov't charges for services	\$ 1,346	-
Miscellaneous Revenue	\$ 7,000	\$ 469
Rent	\$ 104,966	\$ 33,699
Contributions	\$ 22,420	-
Transfer In	\$ 482,598	-
Personnel services	\$ 3,033,237	\$ 917,117
Fringe benefits and taxes	\$ 1,509,905	\$ 451,368
Salaries reimbursement	\$ -	-
Employee costs	\$ 1,530	\$ 341
Operations & Maintenance	\$ 1,662,516	\$ 426,291
Insurance Costs	\$ -	-
Utilities	\$ 404,542	\$ 111,059
Chargebacks	\$ 814,532	\$ 234,111
Contracted services	\$ 93,735	\$ 30,280
Other	\$ -	-
Outlay	\$ 104,143	\$ 66,548
Transfer Out	\$ -	-

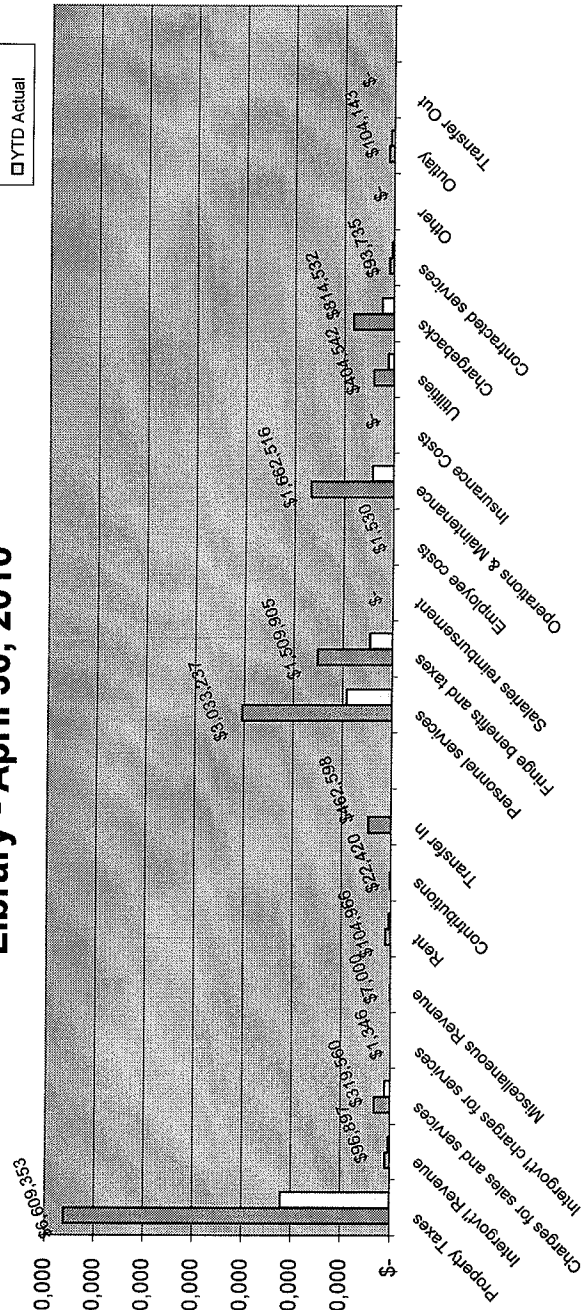
HIGHLIGHTS:

Revenues: Our actual revenue varies from our budget primarily by the 2009 carryover. Carryover is reflected in budget but not in actual, accounting for most of our variance.

Expenses: Funds were carried over for library automation projects, self-checks, book purchases, a direct digital controller, delivery services, energy conservation, and maintenance projects identified within the Boldt engineering assessment.

Library - April 30, 2010

■ Annual Budget
□ YTD Actual



BUDGET ADJUSTMENT REQUEST

AdjustmentDescriptionApproval Level

- ☐ Category 1 Reallocation from one account to another within the major budget classifications. Department Head
- ☐ Category 2
- ☐ a. Change in Outlay not requiring the reallocation of funds from another major budget classification. Library Board
- ☐ b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification. Library Board
- ☐ Category 3
- ☐ a. Reallocation between budget classifications other than 2b or 3b adjustments. Library Board
- ☐ b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services. Library Board
- ☒ Category 4 Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund) County Board
- ☐ Category 5 Increase in expenses with offsetting increase in revenue County Board


Increase	Decrease	Account #	Account Title	Amount
<input type="checkbox"/>	<input checked="" type="checkbox"/>	105.050.021.100.5300.003	Supplies Technology	10,000.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	105.050.023.011.5307.100	Repairs & Maintenance – Eq.	8,000.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	105.050.023.012.5307.100	Repairs & Maintenance – Eq.	4,000.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	105.050.021.100.9003	Transfer Out	10,000.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	105.050.023.011.9003	Transfer Out	8,000.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	105.050.023.012.9003	Transfer Out	4,000.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	420.022.422.6110.003	Outlay Technology	22,000.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	420.022.422.9002	Transfer In	22,000.00

Narrative Justification:

To record interdepartmental transfer of \$22,000 to Information Services for purchase of new server or server related equipment.

Robert J. Heermann 5/20/10

AUTHORIZATIONS


Signature of Department Head

Department: Library/Information Services

Date: 5/20/10


Signature of Executive

Date: 5/25/10

PRODUCTION *Brown Co* PRODUCTION
Zoo Monthly Budget Report thru 4/30/2010

Detail

Account Number	Adopted Budget	Budget Amendment	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less Transactions	% Used / Rec'd	Prior YTD Total
Fund: 640 - New Zoo									
Revenues									
IGV - Intergovernmental									
4903 - Local grant revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
IGV Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
CSS - Charges for sales and services									
4600.705 - Charges and fees - Daily	670,300.00	0.00	670,300.00	57,296.67	0.00	89,899.51	580,400.49	13%	62,769.75
4600.763 - Charges and fees - Event parking	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
4601.004 - Sales - Vending machine	150,000.00	0.00	150,000.00	12,164.04	0.00	18,379.21	131,620.79	12%	14,538.82
4601.770 - Sales - Passes	135,000.00	0.00	135,000.00	24,157.00	0.00	47,444.00	87,556.00	36%	39,060.00
4601.771 - Sales - Programs	14,000.00	0.00	14,000.00	1,075.61	0.00	3,808.16	10,091.84	28%	6,010.22
4601.772 - Sales - Special events	110,000.00	0.00	110,000.00	21,874.44	0.00	22,817.44	87,182.56	21%	21,837.56
4601.773 - Sales - Gift shop	247,200.00	0.00	247,200.00	25,606.74	0.00	39,135.05	208,064.95	16%	24,740.90
4601.774 - Sales - Concessions and Food	261,000.00	0.00	261,000.00	22,727.16	0.00	40,043.39	220,956.61	15%	20,278.83
CSS Total:	\$1,587,500.00	\$0.00	\$1,587,500.00	\$164,901.66	\$0.00	\$261,626.76	\$1,325,873.24	16%	\$189,236.08
MRV - Miscellaneous revenue									
4900 - Miscellaneous	25,000.00	0.00	25,000.00	5,496.25	0.00	5,633.27	19,366.73	23%	5,581.93
MRV Total:	\$25,000.00	\$0.00	\$25,000.00	\$5,496.25	\$0.00	\$5,633.27	\$19,366.73	23%	\$5,581.93
CTB - Contributions									
4901 - Donations	8,000.00	0.00	8,000.00	931.97	0.00	1,747.77	6,252.23	22%	2,622.53
4601.700 - Donations - Conservation	0.00	0.00	0.00	0.00	0.00	561.56	(561.56)	+++	0.00
CTB Total:	\$8,000.00	\$0.00	\$8,000.00	\$931.97	\$0.00	\$2,309.33	\$5,690.67	29%	\$2,622.53
CPC - Capital contributions									
9001 - Capital Contribution	165,000.00	0.00	165,000.00	0.00	0.00	0.00	165,000.00	0%	0.00
CPC Total:	\$165,000.00	\$0.00	\$165,000.00	\$0.00	\$0.00	\$0.00	\$165,000.00	0%	\$0.00
IIE - Interest & investment earnings									
4905 - Interest	300.00	0.00	300.00	(78.89)	0.00	(134.48)	434.48	-45%	1,352.09
IIE Total:	\$300.00	\$0.00	\$300.00	(\$78.89)	\$0.00	(\$134.48)	\$434.48	-45%	\$1,352.09
TRI - Transfer in									
9002 - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRI Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Revenue Totals:	\$1,785,800.00	\$0.00	\$1,785,800.00	\$171,250.99	\$0.00	\$269,434.88	\$1,516,365.12	15%	\$195,792.63
Expenditures									

PRODUCTION *Brown Co* PRODUCTION
Zoo Monthly Budget Report thru 4/30/2010

Detail

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less YTD Used	% Used	Prior YTD Total
COS - Cost of sales									
5000.006 - Cost of sales - Do Not Use	0.00	0.00	0.00	0.00		0.00	0.00	+++	0.00
5000.773 - Cost of sales - Gift shop	125,000.00	8,000.00	133,000.00	24,849.39	(2,538.70)	50,963.66	84,556.04	36%	21,970.86
5000.774 - Cost of sales - Concessions and Food	95,000.00	0.00	95,000.00	14,811.02	22,723.54	27,142.92	45,133.54	52%	11,794.32
COS Total:	\$220,000.00	\$8,000.00	\$228,000.00	\$39,660.41	\$20,184.84	\$78,126.58	\$129,688.58	43%	\$33,765.18
PER - Personnel services									
5100 - Regular earnings	590,953.00	0.00	590,953.00	46,719.86	0.00	161,103.38	429,849.64	27%	137,805.29
5102.100 - Paid leave earnings - Paid Leave	0.00	0.00	0.00	1,080.59	0.00	5,835.11	(5,835.11)	+++	6,036.81
5103.000 - Premium - Overtime	13,000.00	0.00	13,000.00	1,905.77	0.00	3,531.90	9,468.10	27%	2,836.13
PER Total:	\$603,953.00	\$0.00	\$603,953.00	\$49,706.22	\$0.00	\$170,470.37	\$433,482.63	28%	\$146,676.23
FBT - Fringe benefits and taxes									
5110.100 - Fringe benefits - FICA	44,164.00	0.00	44,164.00	3,729.74	0.00	12,750.88	31,413.12	28%	11,032.97
5110.110 - Fringe benefits - Unemployment compensation	925.00	0.00	925.00	0.00	0.00	2,625.00	(1,700.00)	284%	0.00
5110.200 - Fringe benefits - Health Insurance	81,247.00	0.00	81,247.00	7,756.16	0.00	31,024.65	50,222.35	38%	28,766.37
5110.210 - Fringe benefits - Dental Insurance	6,238.00	0.00	6,238.00	638.26	0.00	2,553.04	3,684.96	41%	1,869.88
5110.220 - Fringe benefits - Life Insurance	94.00	0.00	94.00	6.63	0.00	27.81	66.19	30%	22.63
5110.235 - Fringe benefits - Disability Insurance	3,854.00	0.00	3,854.00	371.34	0.00	1,438.59	2,415.41	37%	1,259.91
5110.240 - Fringe benefits - Workers compensation insurance	1,772.00	0.00	1,772.00	147.67	0.00	590.64	1,181.36	33%	109.68
5110.300 - Fringe benefits - Retirement	19,302.00	0.00	19,302.00	2,028.69	0.00	7,174.82	12,127.18	37%	5,390.76
5110.310 - Fringe benefits - Retirement credit	24,929.00	0.00	24,929.00	2,428.90	0.00	8,237.51	16,691.49	33%	6,377.79
FBT Total:	\$162,525.00	\$0.00	\$162,525.00	\$17,107.39	\$0.00	\$66,422.94	\$116,102.06	36%	\$54,831.98
EMP - Employee costs									
5203.100 - Employee allowance - Clothing	1,200.00	0.00	1,200.00	0.00	0.00	692.08	507.92	58%	525.17
EMP Total:	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$692.08	\$507.92	58%	\$525.17
OPM - Operations and maintenance									
5300 - Supplies	24,260.00	0.00	24,260.00	2,456.73	0.00	6,793.92	17,466.08	28%	6,342.87
5300.001 - Supplies - Office	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0%	0.00
5300.002 - Supplies - Cleaning and household	2,200.00	0.00	2,200.00	368.82	111.99	1,438.82	649.19	70%	867.13
5300.004 - Supplies - Postage	5,000.00	0.00	5,000.00	1,934.00	0.00	2,288.42	2,711.58	46%	1,834.45
5302 - Food	48,000.00	0.00	48,000.00	4,173.30	0.00	25,709.34	22,290.66	54%	21,802.24

PRODUCTION *Brown Co* PRODUCTION
Zoo Monthly Budget Report thru 4/30/2010

Detail

Account Number	Adopted Budget	Budget Amendment	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less Transactions	Used / Rec'd	%	Prior YTD Total
5303 - Copy expense	250.00	0.00	250.00	5.75	0.00	18.87	231.33	7%	57.71	
5304 - Printing	4,200.00	0.00	4,200.00	524.72	0.00	1,089.35	3,110.65	26%	3,070.30	
5305 - Dues and memberships	6,435.00	0.00	6,435.00	0.00	0.00	4,664.57	1,750.43	73%	655.00	
5306.100 - Maintenance agreement - Software	1,266.00	0.00	1,266.00	0.00	0.00	0.00	1,266.00	0%	0.00	
5307.100 - Repairs and maintenance - Equipment	15,580.00	0.00	15,580.00	5,698.69	1,284.55	9,367.50	4,927.95	68%	4,292.44	
5307.200 - Repairs and maintenance - Vehicle	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0%	0.00	
5307.300 - Repairs and maintenance - Building	7,500.00	3,000.00	10,500.00	2,293.92	0.00	6,530.32	3,969.68	82%	333.21	
5307.400 - Repairs and maintenance - Grounds	14,500.00	3,000.00	17,500.00	3,073.01	733.75	5,843.40	10,922.85	38%	2,080.05	
5310 - Advertising and public notice	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
5315 - Vending	16,000.00	0.00	16,000.00	5,106.10	(444.44)	4,966.68	11,477.76	28%	3,369.48	
5330 - Books, periodicals, subscription	200.00	0.00	200.00	0.00	0.00	0.00	200.00	0%	0.00	
5335 - Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
5340 - Travel and training	4,000.00	0.00	4,000.00	0.00	0.00	1,228.84	2,771.16	31%	724.40	
5365 - Special events	40,000.00	0.00	40,000.00	9,195.23	2,225.00	10,854.77	26,920.23	33%	9,132.19	
5366 - Volunteer expense	200.00	0.00	200.00	0.00	0.00	0.00	200.00	0%	17.98	
5390 - Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	100.00	
5392 - Service fees	1,850.00	0.00	1,850.00	527.47	0.00	1,039.31	810.89	56%	2,344.39	
5395 - Equipment - nonoutlay	4,900.00	0.00	4,900.00	0.00	0.00	0.00	4,900.00	0%	1,080.00	
5396 - Animal purchases	0.00	0.00	0.00	0.00	0.00	398.75	(398.75)	+++	637.93	
OPM Total:	\$198,341.00	\$6,000.00	\$204,341.00	\$35,528.74	\$3,910.85	\$62,252.66	\$118,177.49	42%	\$58,742.37	
UTL - Utilities										
5501 - Electric	63,000.00	0.00	63,000.00	8,675.78	0.00	18,480.57	44,509.43	29%	12,130.17	
5502 - Gas, oil, etc.	25,720.00	0.00	25,720.00	3,206.14	0.00	11,739.36	13,980.64	46%	10,228.50	
5505 - Telephone	8,000.00	0.00	8,000.00	1,052.99	0.00	3,814.01	4,185.99	48%	3,315.92	
5507 - Other utilities	2,550.00	0.00	2,550.00	0.00	0.00	637.50	1,912.50	25%	425.00	
UTL Total:	\$99,270.00	\$0.00	\$99,270.00	\$12,934.92	\$0.00	\$34,661.44	\$64,588.56	35%	\$26,089.59	
CHG - Chargebacks										
5600 - Indirect cost	61,827.00	0.00	61,827.00	5,152.25	0.00	20,609.00	41,218.00	33%	18,540.32	
5601.100 - Intra-county expense - Information services	32,921.00	0.00	32,921.00	2,837.84	0.00	9,089.88	23,831.12	28%	10,042.29	
5601.200 - Intra-county expense - Insurance	5,284.00	0.00	5,284.00	440.33	0.00	1,761.36	3,522.64	33%	3,147.32	
5601.300 - Intra-county expense - Other departmental	115,000.00	0.00	115,000.00	10,012.79	0.00	36,762.54	78,237.46	32%	33,732.49	
CHG Total:	\$215,032.00	\$0.00	\$215,032.00	\$18,243.01	\$0.00	\$68,222.78	\$146,809.22	32%	\$65,462.42	

PRODUCTION *Brown Co* PRODUCTION
Zoo Monthly Budget Report thru 4/30/2010

Detail

Account Number	Adopted Budget	Budget Amendments	Approved Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less YTD Transactions	% Used / Rec'd	Prior YTD Total
CON - Contracted services									
5700 - Contracted services	3,380.00	0.00	3,380.00	53.00		31.64	1,208.84	37%	1,897.80
5708 - Professional services	4,835.00	0.00	4,835.00	0.00		0.00	0.00	0%	0.00
CON Total:	\$8,015.00	\$0.00	\$8,015.00	\$53.00		\$31.64	\$1,208.84	15%	\$1,897.80
MED - Medical expenses									
5761 - Medical services	32,000.00	0.00	32,000.00	1,240.46		69.12	8,794.45	28%	9,480.63
MED Total:	\$32,000.00	\$0.00	\$32,000.00	\$1,240.46		\$69.12	\$8,794.45	28%	\$9,480.63
OTH - Other									
5800 - Grant Expenditures	0.00	0.00	0.00	0.00		0.00	0.00	+++	0.00
5803 - Donated items	0.00	0.00	0.00	0.00		0.00	0.00	+++	0.00
5840 - Handicapped school	0.00	0.00	0.00	0.00		0.00	0.00	+++	(20.00)
OTH Total:	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	+++	(\$20.00)
DET - Debt retirement									
5902 - Interest expense	32,329.00	0.00	32,329.00	0.00		0.00	64.90	0%	398.37
5903 - Debt issue expense	0.00	0.00	0.00	0.00		0.00	0.00	+++	0.00
DET Total:	\$32,329.00	\$0.00	\$32,329.00	\$0.00		\$0.00	\$64.90	0%	\$398.37
DEP - Depreciation									
6000.005 - Depreciation - Land improvements	1,285.00	0.00	1,285.00	107.07		0.00	428.28	33%	428.28
6000.010 - Depreciation - Buildings	145,038.00	0.00	145,038.00	11,076.19		0.00	44,305.22	31%	35,358.00
6000.020 - Depreciation - Equipment	62,454.00	0.00	62,454.00	5,144.84		0.00	22,111.49	35%	18,282.11
6000.030 - Depreciation - Infrastructure	784.00	0.00	784.00	63.59		0.00	254.76	33%	254.76
6000.040 - Depreciation - Zoo animals	4,854.00	0.00	4,854.00	412.87		0.00	1,651.48	33%	1,651.48
DEP Total:	\$214,495.00	\$0.00	\$214,495.00	\$16,804.46		\$0.00	\$68,751.23	32%	\$55,955.63
OUT - Outlay									
6110 - Outlay	0.00	0.00	0.00	0.00		0.00	0.00	+++	0.00
6110.900 - Outlay - Contra	0.00	0.00	0.00	0.00		0.00	0.00	+++	0.00
6190 - Disposition of fixed assets	0.00	0.00	0.00	509.18		0.00	509.18	+++	0.00
6190.040 - Disposition of fixed assets - Animals	0.00	0.00	0.00	0.00		0.00	0.00	+++	0.00
OUT Total:	\$0.00	\$0.00	\$0.00	\$509.18		\$0.00	(\$509.18)	+++	\$0.00
TRO - Transfer out									
9003 - Transfer out	0.00	0.00	0.00	0.00		0.00	0.00	+++	616,127.19
TRO Total:	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	+++	\$616,127.19
Expenditure Totals:	\$1,807,180.00	\$14,000.00	\$1,821,180.00	\$191,787.79		\$24,196.45	\$580,195.45	33%	\$1,059,945.57
Revenue Total:									

PRODUCTION *Brown Co* PRODUCTION
Zoo Monthly Budget Report thru 4/30/2010
 Detail

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	YTD Budget Less YTD Transactions	% Used / Rec'd	Prior YTD Total
Expenditure Total:	\$1,785,800.00	\$0.00	\$1,785,800.00	\$171,250.99	\$0.00	\$268,434.88	\$1,516,365.12	15%	\$198,792.83
Fund: 640 Net Total	\$1,807,160.00	\$14,000.00	\$1,821,160.00	\$191,787.79	\$24,196.45	\$580,195.45	\$1,216,768.10	33%	\$1,068,945.57
	(\$21,360.00)	(\$14,000.00)	(\$35,360.00)	(\$20,536.80)	(\$24,196.45)	(\$310,760.57)	\$289,587.02		(\$871,152.94)
Revenue Grand Total:	\$1,785,800.00	\$0.00	\$1,785,800.00	\$171,250.99	\$0.00	\$268,434.88	\$1,516,365.12	15%	\$198,792.83
Expenditure Grand Total:	\$1,807,160.00	\$14,000.00	\$1,821,160.00	\$191,787.79	\$24,196.45	\$580,195.45	\$1,216,768.10	33%	\$1,068,945.57
Grand Total:	(\$21,360.00)	(\$14,000.00)	(\$35,360.00)	(\$20,536.80)	(\$24,196.45)	(\$310,760.57)	\$289,587.02		(\$871,152.94)

ZOO MONTHLY ACTIVITY REPORT

For May 2010

1. Operations Report
2. Education/Volunteer Programs Report
3. Curator Report
4. Zoo Director Report

Zoo Society meeting held on 5/17/10

Continued work on architectural plans for the new education/admin. Building. NWTC students built a 3-D model for fundraising purposes. Plans are progressing very well. Fundraising presentations are being made to prospective donors by zoo and zoo society staff. Currently working also with WPS and Focus on Energy for the building energy plans. Construction committee meeting held on 5/17/10

FOX 11 weekly programming.

Currently working on 2011 Budget work plan items.

Anticipating a June ground breaking for the new Giant Tortoise exhibit.

NEW ZOO
ADMISSIONS REVENUE ATTENDANCE
2010 REPORT
2008, 2009, 2010

ATTENDANCE

MONTH	2008	2009	2010
January	624	806	834
February	456	2,524	1,649
March	5,879	6,941	11,754
April	12,810	22,456	29,292
May	37,908	42,282	
June	48,832	53,597	
July	49,316	56,199	
August	47,697	42,035	
September	16,974	21,738	
October	23,657	14,165	
November	3,222	6,020	
December	1,531	1,292	
TOTAL	248,906	270,055	43,529

ADMISSION & DONATIONS

MONTH	2008		2009		2010		2008		2009		2010	
	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	(-)/(+)	PER CAP	PER CAP	PER CAP	PER CAP	PER CAP
January	1,250.00	7.41	1,773.00	1,042.55	1,532.00	590.80	(241.00)	\$2.02	\$3.49	\$2.02	\$3.49	\$1.84
February	991.00	41.00	5,824.00	600.36	3,714.10	41.00	(2109.90)	\$2.26	\$2.31	\$2.26	\$2.31	\$2.24
March	11,202.25	123.50	15,750.25	281.06	27,371.74	184.00	11621.49	\$1.93	\$2.31	\$1.93	\$2.31	\$2.33
April	32,309.50	199.01	39,286.50	718.31	57,448.67	931.97	18162.17	\$2.54	\$2.75	\$2.54	\$2.75	\$1.96
May	116,001.08	766.00	123,197.16	755.50				\$3.08	\$2.91	\$3.08	\$2.91	
June	109,245.17	897.13	117,308.93	845.03				\$2.26	\$2.19	\$2.26	\$2.19	
July	131,969.25	372.75	151,684.20	1,337.71				\$2.68	\$2.70	\$2.68	\$2.70	
August	136,314.66	917.00	123,188.80	1,302.09				\$2.88	\$2.93	\$2.88	\$2.93	
September	50,356.81	1,359.25	64,341.99	968.33				\$3.05	\$2.96	\$3.05	\$2.96	
October	29,118.75	560.96	12,455.25	128.60				\$1.25	\$0.88	\$1.25	\$0.88	
November	8,643.47	1,822.94	14,183.50	519.69				\$3.25	\$2.36	\$3.25	\$2.36	
December	4,298.11	1,306.92	3,449.00	2,859.00				\$3.66	\$2.67	\$3.66	\$2.67	
TOTAL	\$631,700.05	\$8,373.87	\$672,442.58	\$11,358.23	\$90,066.51	\$1,747.77	27432.76	\$2.57	\$2.46	\$2.57	\$2.46	\$2.09

Gift Shop, Concessions and Admissions Revenue

April 2010.xls

Day	Date	Gift Shop	Concessions	Admissions	Vending	Zoo Pass	Adopt/zoo	Donation	Cons. Fund	Misc	Special Event	Attend.	Temp/W
Thu	1	2,381.56	1,919.60	5,148.25	920.62	1,427.00	-	1.00	10.00	26.54	-	1865	74 1
Fri	2	2,525.02	3,015.47	8,031.26	558.29	2,815.00	-	6.00	9.00	28.44	100.00	3088	77 1
Sat	3	2,750.45	1,007.03	-	699.53	1,471.00	-	-	7.00	1.90	21,646.75	7800	50 2,3
Sun	4	450.55	302.28	1,418.00	203.79	500.00	-	1.00	0.25	569.00	23.00	440	68 1
Mon	5	1,482.48	1,585.77	4,149.75	553.08	1,145.00	51.00	-	10.00	11.37	30.50	1504	63 1
Tue	6	190.77	53.65	185.00	239.56	182.00	106.00	263.11	139.97	-	-	63	48 3
Wed	7	476.18	147.44	458.00	110.39	879.00	32.00	-	40.21	-	-	289	46 2
Thu	8	73.25	77.42	94.00	29.38	59.00	-	-	10.00	-	-	42	40 2,4
Fri	9	814.34	352.40	1,350.01	128.91	387.00	-	251.00	38.97	-	-	484	50 2
Sat	10	1,449.87	1,575.26	4,131.00	521.14	797.00	-	-	69.95	22.75	-	1435	58 1,2
Sun	11	1,935.97	2,421.68	6,137.51	647.91	2,385.00	-	-	49.95	13.27	73.19	2249	64 1
Mon	12	148.52	171.06	418.00	1,128.14	503.00	-	50.00	123.94	1.90	-	137	55 2
Tue	13	260.19	73.12	245.02	54.03	423.00	9.00	-	-	1.90	-	87	55 2,3
Wed	14	312.68	728.09	1,351.00	137.44	566.00	144.00	-	19.98	3.79	-	794	74 1
Thu	15	441.54	752.12	1,085.96	283.89	1,131.00	-	-	197.93	7.58	-	432	80 1
Fri	16	409.81	259.34	920.00	344.65	357.00	-	1.00	1,998.00	3.79	-	321	56 1
Sat	17	2,520.45	2,252.80	6,391.91	829.38	871.00	-	30.00	14.00	15.17	-	2186	50 1
Sun	18	1,623.64	1,714.97	4,426.75	727.96	1,264.00	-	-	70.94	11.37	-	1485	55 1
Mon	19	364.99	327.56	797.00	535.50	1,189.00	50.00	-	29.99	7.58	-	295	62 1
Tue	20	365.06	355.70	1,113.00	237.91	603.00	20.00	-	10.00	7.58	-	443	67 1
Wed	21	382.84	119.77	324.05	111.85	-	28.00	-	21.98	1.90	-	227	55 1
Thu	22	523.44	349.82	1,156.00	145.97	336.00	92.00	-	70.43	1.90	1.00	427	52 1
Fri	23	502.14	616.08	1,643.95	361.14	1,120.00	75.00	-	-	11.37	-	633	59 1
Sat	24	553.09	332.39	981.00	247.01	256.00	-	-	-	1.90	-	297	52 2,3
Sun	25	138.37	94.51	223.00	949.22	318.00	25.00	328.86	19.98	-	-	70	55 2,3
Mon	26	318.02	241.18	809.00	156.40	720.00	135.00	-	9.99	5.69	-	280	55 1
Tue	27	211.24	207.70	770.00	218.96	423.00	20.00	-	29.97	7.58	-	285	57 1
Wed	28	509.24	538.98	1,287.00	412.80	590.00	-	-	49.95	9.48	-	778	58 1
Thu	29	719.98	389.05	952.25	324.17	369.00	266.00	-	39.96	5.69	-	384	65 1
Fri	30	771.06	479.40	1,271.00	345.02	1,012.00	138.61	-	-	3.79	-	472	78 1,3
		-	-	-	-	-	-	-	-	-	-	0	0
Total		\$ 25,606.74	\$ 22,461.64	\$ 57,268.67	\$ 12,164.04	\$ 24,098.00	\$ 1,191.61	\$ 931.97	\$ 3,092.34	\$ 783.23	\$ 21,874.44	29,292	

Weather Ke 1 = Sunny 2 = Overcast 3 = Rain 4 = Snow

Volunteers

Total Attendance

29292

**NEW ZOO
GIFT SHOP, CONCESSIONS
ZOO PASS REVENUE**

2010 REPORT 2008, 2009, 2010					2008	2009	2010
Paws & Claws					PER	PER	PER
Gift Shop	2008	2009	2010	(-)/(+)	CAP	CAP	CAP
January	\$ 595.37	\$ 830.17	\$ 1,100.43	\$ 270.26	\$ 0.95	\$1.03	\$ 1.32
February	\$ 729.81	\$ 2,830.32	\$ 1,733.75	(\$1,096.57)	\$ 1.60	\$1.12	\$1.05
March	\$ 5,757.22	\$ 5,913.59	\$ 10,694.13	\$ 4,780.54	\$ 0.98	\$0.87	\$ 0.91
April	\$ 11,995.58	\$ 15,107.46	\$ 25,606.74	\$ 10,499.28	\$ 0.94	\$0.67	\$ 0.87
May	\$ 38,492.16	\$ 36,771.02			\$ 1.02	\$0.87	
June	\$41,888.73	\$44,494.48			\$ 0.86	\$0.83	
July	\$ 49,126.63	\$ 49,436.74			\$ 1.00	\$0.89	
August	\$ 47,225.06	\$ 41,274.65			\$ 0.99	\$0.98	
September	\$ 13,785.69	\$ 16,858.13			\$ 0.81	\$0.78	
October	\$ 10,721.05	\$ 13,326.57			\$ 0.45	\$0.94	
November	\$ 2,416.52	\$ 4,147.86			\$ 0.75	\$0.69	
December	\$1,650.35	\$1,708.66			\$ 1.08	\$1.32	
TOTAL	\$224,384.17	\$232,699.65	\$ 39,135.05	\$ 14,453.51	\$ 0.95	\$ 0.92	\$ 1.04

					2008	2009	2010
Mayan					PER	PER	PER
Taste of Tropic	2008	2009	2010	(-)/(+)	CAP	CAP	CAP
January	\$ 504.56	\$ 589.33	\$ 1,702.25	\$ 1,112.92	\$0.81	\$0.73	\$2.04
February	\$ 519.75	\$ 1,773.79	\$ 2,542.97	\$769.18	\$1.14	\$0.70	\$1.54
March	\$ 3,085.18	\$ 4,509.88	\$ 13,071.01	8,561.13	\$0.52	\$0.66	\$1.11
April	\$ 9,874.56	\$ 13,320.22	\$ 22,461.64	9,141.42	\$0.77	\$0.59	\$0.77
May	\$ 26,304.66	\$ 32,991.35			\$0.69	\$0.78	
June	\$39,309.12	\$38,201.67			\$0.80	\$0.71	
July	\$ 35,774.78	\$ 44,643.82			\$0.73	\$0.79	
August	\$ 38,943.79	\$ 41,662.95			\$0.82	\$0.99	
September	\$ 12,100.87	\$ 16,925.85			\$0.71	\$0.78	
October	\$ 17,378.85	\$ 12,192.65			\$0.73	\$0.86	
November	\$ 1,842.95	\$ 4,135.12			\$0.57	\$0.69	
December	\$ 1,730.81	\$ 1,960.99			\$1.13	\$1.52	
TOTAL	\$187,369.88	\$212,907.62	\$ 39,777.87	\$ 19,584.65	\$0.79	\$ 0.82	\$ 1.37

ZOO PASS							
MONTH	2008	2009	2010	(-)/(+)	NEW	RENEWAL	TOTAL
January	\$1,389.00	\$ 1,827.00	\$2,317.00	\$ 490.00	16	23	39
February	\$ 1,353.00	\$ 3,977.00	\$ 3,177.00	\$ (800.00)	16	32	48
March	\$ 8,216.00	\$ 12,073.00	\$17,882.00	\$ 5,809.00	131	153	284
April	\$ 21,320.00	\$ 20,447.00	\$ 24,530.00	\$ 4,083.00	199	191	390
May	\$ 23,609.00	\$ 32,600.00					
June	\$18,958.00	\$23,237.00					
July	\$ 18,800.00	\$ 20,025.00					
August	\$ 11,732.00	\$ 12,308.00					
September	\$ 6,444.00	\$ 7,278.00					
October	\$ 5,022.00	\$ 2,739.00					
November	\$ 2,855.00	\$ 3,944.00					
December	\$ 5,115.00	\$ 8,273.00					
TOTAL	\$124,813.00	\$148,728.00	\$ 47,906.00	\$ 9,582.00	362	399	761

Animal Collection Report

May 2010

Attila the elderly Black-footed Ferret died on 5/9/10. He had exhibited partial paralysis in the weeks proceeding his death. Necropsy revealed that a tumor inside his spinal cord was responsible for his paralysis and death. He also showed signs of age related kidney and liver disease. A new ferret from the Louisville zoo arrived a few days after Attila's death. Jumbo is a 5 year old male retired from the SSP breeding program.

A female moose from the Riverside Zoo in Scottsbluff, NE arrived at the NEW Zoo on 5/15/10. Willow made the trip by horse trailer and proved to be a very calm traveler. Because the exhibit is sufficiently far from visitor paths and the other moose exhibit space, we are able to quarantine Willow on exhibit for all to see. She will be introduced to our male, Dave, in about a month.

We received a donation of 7 beautiful Lorikeets on 5/22/10. Upon completion of a quarantine period, we hope to display the nectar eating members of the parrot family near our macaw exhibits. The NEW Zoo has eventual plans to erect a walk through aviary where visitors will be able to purchase cups of nectar to feed the birds.

Five baby prairie dogs have emerged from their underground burrows over the last few weeks. The youngsters have added even more energy and interest to this always popular exhibit. Other recent home grown additions include baby pintail ducklings in the North American Aviary.

The Aldabra Tortoises completed their annual walk to their summer exhibit on 5/22/10. As usual, the huge reptiles beat their record from the previous year. Tootie, our female who weighs in at 146 lbs made the trek in 8 min and 59 seconds. Al, our 446 lb male made it to his summer retreat in 16 min and 4 seconds. We expect to see groundbreaking for the innovative new tortoise exhibit in the coming month.

The Species Survival Program for Cotton Top Tamarins has requested that we allow our pair to produce babies! We will remove the birth control implant from Bonnie later this week. The small monkeys usually produce twins. Clyde will have to step up as a parent - in this species, both parents participate in child care. The father carries the babies on his back much of the time.

NEW ZOO

Brown County

4418 REFORESTATION ROAD
GREEN BAY, WISCONSIN 54313

PHONE (920) 434-7841 ext. 102
E-MAIL KAWSKI_AJ@CO.BROWN.WI.US



ANGELA KAWSKI

EDUCATION & VOLUNTEER PROGRAMS COORDINATOR

NORTHEASTERN WISCONSIN ZOO EDUCATION AND VOLUNTEER PROGRAMS REPORT APRIL 2010

Volunteer Hours

2010 Hours	Opportunity	2009 Hours
208	Giraffe Stand	197
217	Horticulture	207
43	Husbandry	38
33.5	Office Help	23.5
120.25	Special Events	236.75
108.5	Special Projects	343
30.5	Visitor Center	52.5
757	Easter EggStravaganZoo	
162	Party for the Planet	
1679.75	Total Hours	1122.5

Internship Hours

Intern A 50.5

Intern B 82

Intern C 77

Total Hours = 209.5

Off-Site Programs (Zoomobiles)

April 7th – Luncheon Talk

April 10th – Big Event for Little Kids

April 21st – Career Day Luxemburg Casco School

April 30th – Birthday Party -- \$150

Total of \$150

On-Site Programs

April 5th – Girl Scout Badge Program -- \$20

April 7th – Private Tour -- \$20

April 13th – Private Tour -- \$96

April 14th – four classes -- \$237

April 21st – Private Tour -- \$26

April 29th – Classes -- \$106

Total = \$505



N.E.W. ZOOLOGICAL SOCIETY, INC. TM

May 20, 2010

BOARD OF DIRECTORS

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Judy Krawczyk

Vice President

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Karl VanRoy

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Al Hiles

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Dick English

Ernest Ehrbar

Tim Carpenter
305 E. Walnut Street
P.O. Box 23600
Green Bay, WI 54305-3600

Dear Tim:

The N.E.W. Zoological Society will be hosting "Feast with the Beasts" on Monday, August 2, 2010 from 6pm to 8pm at the NEW Zoo.

We are once again joining hands with the Wisconsin Restaurant Association. Our purpose is to create awareness of the NEW Zoo and to raise funds for education at the Zoo. Volunteers from the Society and Wisconsin Restaurant Association will be participating in the set up and clean up. We are inviting business professionals and families to join us for food and live music.

Liability insurance for the N.E.W. Zoological Society, Inc. for this event is with Hornick Insurance Services Inc., Green Bay. Application has been made for a Retail Class "B" License to the Town of Suamico. Sponsors will be included in television, radio and newspaper advertising.

At this time we would like to request that the contract fee and the \$5.00 admission fee be waived.

Sincerely,


Judy Krawczyk

President, N.E.W. Zoological Society, Inc.

(920) 434-6814

Cc: Tom Hinz

Neil Anderson

N.E.W. Zoological Society, Inc.™

a.k.a. friends of the NEW Zoo™, formerly Boosters of the New Zoo, Inc.™

P.O. Box 12647 Green Bay WI 54307-2647 (920) 434-6814

BUDGET ADJUSTMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.062.100.4302	Parks - Park State Aid	\$6,651.16
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.062.001.5390	Parks - Other Miscellaneous	\$6,651.16

Narrative Justification:

This transfer is associated with the 2008-2009 State Funded Snowmobile Trail Program. This grant is accounted for during the budget process and the original amount has been dispersed to snowmobile clubs. Due to the extended snow during that season, clubs are eligible for additional reimbursement through DNR Supplemental Funding for additional expenses incurred. Previously, additional funds of \$24,782.52 were approved by the State and subsequently dispersed to the clubs. The State has approved more supplemental funds (\$6,651.16) which will also be dispersed to the clubs. See attached WDNR letter documenting the commitment of this additional funding.

AUTHORIZATIONS

W E Dault
 Signature of Department Head
 Department: FDM
 Date: 04/27/10

Tom Hagg
 Signature of Executive
 Date: 5/3/10

DM
4-30-10

GRANT APPLICATION REVIEW

Department: Facility and Park Mgt Preparer: Doug Hartman Date: 5-14-10Grant Title: County Conservation Aids - Haller's Creek Culvert Replacement Grantor Agency: WDNRGrant Period: July 1, 2010 to June 30, 2011 Grant # (if applicable): _____

Brief description of activities/items proposed under grant:

Replace culvert on trail system at the Reforestation Camp to allow continued access by trail users and staff. See attached Conservation Aids application for details

Total Grant Amount: \$ 1,474 Yearly Grant Amount: \$ 1,474 Term of Grant: 1 yearIs this a new grant or a continuation of an existing grant? ☒ New ☐ Continuation

If a continuation, how long have we received the grant? _____

Are the activities proposed under the grant mandated or statutorily required? ☐ Yes ☒ NoWill the grant fund new or existing positions? ☐ Yes ☒ No If yes, explain: _____

Are matching resources required? ☒ Yes ☐ No If so, what is the amount of the match \$ 1,474 (2461 for project - city share)
 How will it be met? Budgeted in 2010 under CAMP grounds maintenance and repair (\$6,000 budgeted for this specific project)

Explain any ongoing cost to be assumed by the Cnty (ie, maint. costs, software licenses, etc.): _____
No anticipated ongoing costs

Explain any maintenance of efforts once the grant ends: _____
No anticipated maintenance costs

Budget Summary:	Salaries:	<u>0</u>	
	Fringe Benefits:	<u>0</u>	
	Operation and Maintenance:	<u>3,935</u>	total project
	Travel/Conference/Training:	<u>0</u>	
	Contracted Services:	<u>0</u>	
	Outlay:	<u>0</u>	
	Other (list):	<u>0</u>	
	Total Expenditures:	<u>3935</u>	
	Total Revenues:	<u>1474</u>	
	Required County Funds:	<u>2461</u>	

APPROVALS

Li E Dowell
 Signature of Department Head

Date: 05/12/10

William C. Gorman
 Signature of Director of Administration

Date: 5/19/10

2010 Brown County Photovoltaic Project Specifications

General Description

Brown County is seeking proposals to install two 20kW roof mounted framed flat-plate silicon PV panel systems, one at our Barkhausen Waterfowl Reserve, and one at the Brown County Fairgrounds. Both systems will utilize "micro-inverter" technology, one inverter per panel or one inverter per two panels will be accepted. Please describe in your proposal your firm's experience in designing and installing systems of similar scope.

Barkhausen - 2024 Lakeview Drive, Suamico, WI 54173

The 20kW of panels will flush mount on south roofs of the Interpretive Center and adjacent (100' apart) Maintenance & Educational Building. The Interpretive center has a metal shingle roof, the Maintenance building has an asphalt shingle roof. Exact dispersion of panels on the two roofs is at the discretion of the contractor, however a minimum of 8kW must be located on the Interpretive Center. An empty underground 2" conduit is available between the Interpretive Center and the Maintenance building, this conduit stops at the south side on the interior of the Maintenance building.

The Barkhausen project is to be proposed with two net-metering alternatives:

Alt. A – Power from the PV system will never enter either of the described buildings; their roofs will strictly serve as a platform to support the panels and their power will be tied to the meter located near our high capacity well. This well is located approximately 525' from the interpretive center. Conductors are to be sized to allow a maximum of 3% voltage drop, please provide your conductor calculations and sizes.

Alt. B – Tie in to the meter on the service which feeds the two facilities (located at the Maintenance Building).

An interactive educational display will be located in the Interpretive Center, this display will show real-time data of our generation through graphics on a 24" (min.) flat screen monitor. Display shall show: real-time; daily, weekly, monthly, & annual power generation data; CO₂, NO_x, & SO₂ offset, facility use vs. grid supply (if applicable in Alt B), dollars offset, and weather data. This information should also be available for online viewing through the County website. Include all equipment, labor, and programming necessary to accomplish this goal. Present proposed system in proposal.

Fairgrounds - 1500 Fort Howard Avenue, De Pere, Wisconsin

Install approximately 20kW of panel on the Fairgrounds North Exhibition Building. A detailed panel layout of the system is included in later documents. The Fairgrounds system will consist of exactly 80 panels, please use the exact same panel model proposed for the Barkhausen project. All panel stands must mechanically fasten to the supporting roof purlins.

General Specifications

- 1.1 Project to be turn-key. Installing contractor to serve as General Contractor and to be responsible for managing all subcontractors. General Contractor responsible for procuring all necessary State and Local permits, permit costs to be included in bid price. Installing contractor responsible for scheduling necessary work with WPS and scheduling the project around their equipment installations.
- 1.2 Contractor responsible of all: design, equipment, shipping, labor, and interconnection required to provide a fully functioning, structurally sound, and professionally installed system.
- 1.3 Field verify exact location of all components necessary to complete job, describe component layout in proposal. Contractor responsible for costs of installing system in locations described in proposal.
- 1.4 Safety – The projects will be located in un-staffed public areas. Installation must be safe and tamper-proof for the application. Describe the methods in which you will guard from electric shock, physical injury, and vandalism. In retrospect the projects will also be used for publicly attended educational demonstrations.
- 1.5 Bids must include a major equipment list and conceptual design schematic as pertains to our specific site and application.
- 1.6 All equipment must be designed for outdoor installation and be able to withstand the NE Wisconsin climate. Ambient temperatures may range from -20 deg F to 105 deg F.
- 1.7 All bidders must be “Full Service Installers” recognized by Wisconsin Focus on Energy.
- 1.8 The aesthetics and professionalism in which this installation is completed is very important to Brown County. The projects will be very visible and used to educate the public on renewable energy.
- 1.9 The system must be installed per Wisconsin Administrative Code PSC 119 regarding systems interconnecting to the grid. System must comply with any local WPS interconnectivity rules
- 1.10 The system must be installed per NEC Article 690 – *Compliance for PV Systems*, IEEE 1374-1998 – *Guide for Terrestrial PV Power System Safety*, ANSI/IEEE Std. 928-1986 Recommended Criteria for Terrestrial Photovoltaic Power Systems, and comply with any required locally dictated codes.
- 1.11 All Wisconsin Focus On Energy criteria must be met to ensure maximum financial incentive. The contractor shall notify Brown County of any FOE deadlines and assist Brown County in any necessary documentation needed to meet FOE Requirements.

Panel Specifications

- 1.1 PV modules shall meet or exceed UL 1703 *Standard for Safety for Flat-Plate Photovoltaic Modules* and either IEEE Standard 1262-1995 *Recommended Practice for Qualification of PV Modules and Panels* or IEC 1215 *Crystalline Silicon Terrestrial PV Modules –Design Qualification and Type Approval*
- 1.2 All major system components including panels, inverter(s), or disconnects must be American made.
- 1.3 Installing contractor responsible for mounting the PV array per standard industry guidelines. A detailed mounting plan to adhere to our metal shingle, asphalt, and steel roof systems shall be submitted with proposals. Contractor responsible to provide all mechanical hardware required to

adequately attach panels to roof. Hardware must not corrode throughout the 20 year life of the equipment. A 3" minimum distance is required between the roof and backside of panels. For specific mounting details required on the Fairgrounds project, see attached engineering documents. Installing PV contractor responsible for any roof issues deemed by Brown County to be caused by the panel/roof connection.

Power Conditioning System

- 1.1 The PV system must be compatible for utility grid interconnection of PV arrays. System must be verified with WPS for conformity to their grid interconnection and net-metering rules.
- 1.2 The PCS must be compliant with the following standards: IEEE 929-2000 *Recommended Practice for Utility Interface of PF Systems*, UL1741 *Standard for Static Inverters and Charge Controllers for Use in PV Power Systems*, IEEE 519 *Recommended Practices and Requirements for Harmonic Control in Electrical Power Systems*
- 1.3 The PCS must have an automatic visual indicator showing whether the system is on-line or not.
- 1.4 The PCS must automatically shut the electricity generation system off in the event that the utility supply side power goes down.

Electrical

- 1.1 Installing contractor responsible for providing a one-line diagram of the system to the Owner for review prior to installation. Include a conceptual one-line diagram in proposal submission.

Completion and Acceptance

- 1.1 Contractor shall provide 2 hard copies and one electronic copy of Operation and Maintenance manuals of all installed equipment. O&M shall contain: suggested Owner performed preventative maintenance and inspection, warranty information, troubleshooting, & equipment submittals and specifications of all components.
- 1.2 Contractor to provide a minimum of four hours of on-site training. Training should be given by component experts regarding O&M. Training on operation and upkeep of the educational display at Barkhausen to be included.
- 1.3 Final Payment will be held until contractor physically documents electrical generation of over 90% rated value with Owner on site.

Warranty

- 1.1 Installing contractor to include two site visits within the first year, during the manufacturer's workmanship warranty period to make sure the system is properly operating
- 1.2 All panels must be manufacturer warranted for material and workmanship defects for a minimum of 2 years.
- 1.3 Micro-inverters must contain a minimum of a 10 year manufacturer's warranty.
- 1.4 All panels must be warranted by their manufacturer to provide at least 90% of rated power for 10 years, and for 80% of rated power for 20 years.

Schedule

1.1 Chosen contractor must have both systems installed and operating 90 days from award of contract. We expect to award prior to August 15th.

RFP Evaluation Criteria

Cost – 50%

Experience in installing PV systems of similar size – 20%

PV System Design - 15%

Educational Display System Design -15%

RICE
ENGINEERING

May 3, 2010

Nate Curell
Facilities Engineer
Brown County Facility and Park Management
P.O. Box 23600
Green Bay, WI 54305

RE: Brown County Fairground - Structural Analysis of Building with Solar Panels
Based on Cad drawings dated 5-26-1992

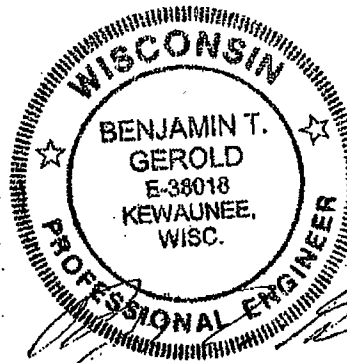
REI#: R10-04-26F

Dear Nate:

Based on the drawings provided to Rice Engineering Inc, the existing steel frame building can safely support the additional solar panels and additional snow and wind loads created by adding the panels as shown on sheets E1 and E2 of the attached calculations.

If you have any questions please feel free to give myself or Jeremy Klaas call. Thanks.

Sincerely,



Ben T. Gerald, P.E.

Cc: File

MAY 03 2010

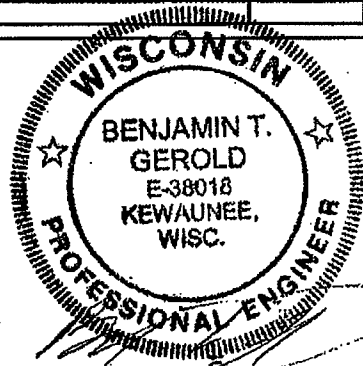
INDEX

[illegible]

This Certification is limited to the structural design of this Steel framed metal building. It does NOT include responsibility for:

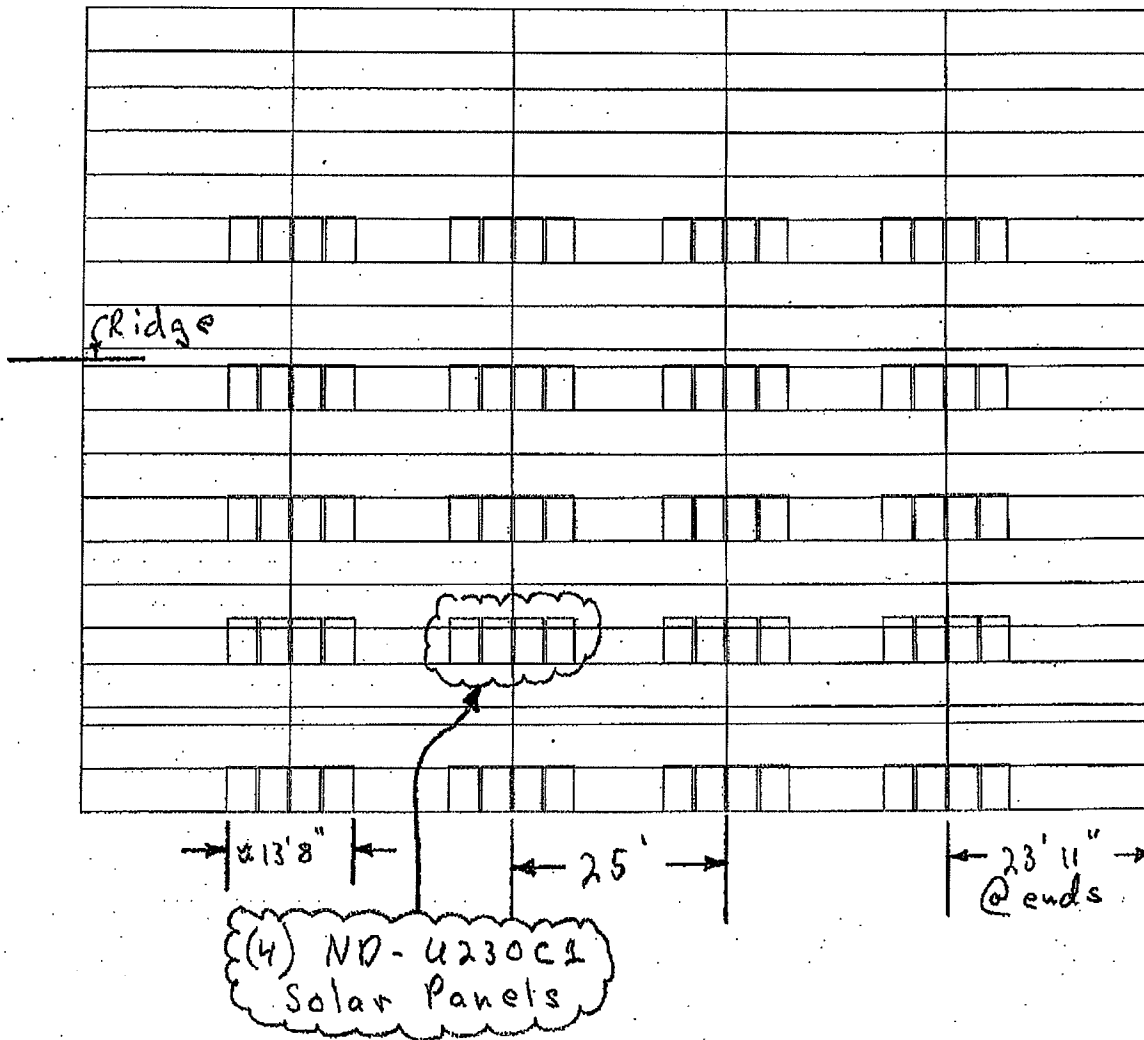
- Design of Solar Collector Frame or connection to structure
- Design of other structural components
- The manufacture, assembly, or installation of the system.

Engineers Design Approval Stamp:

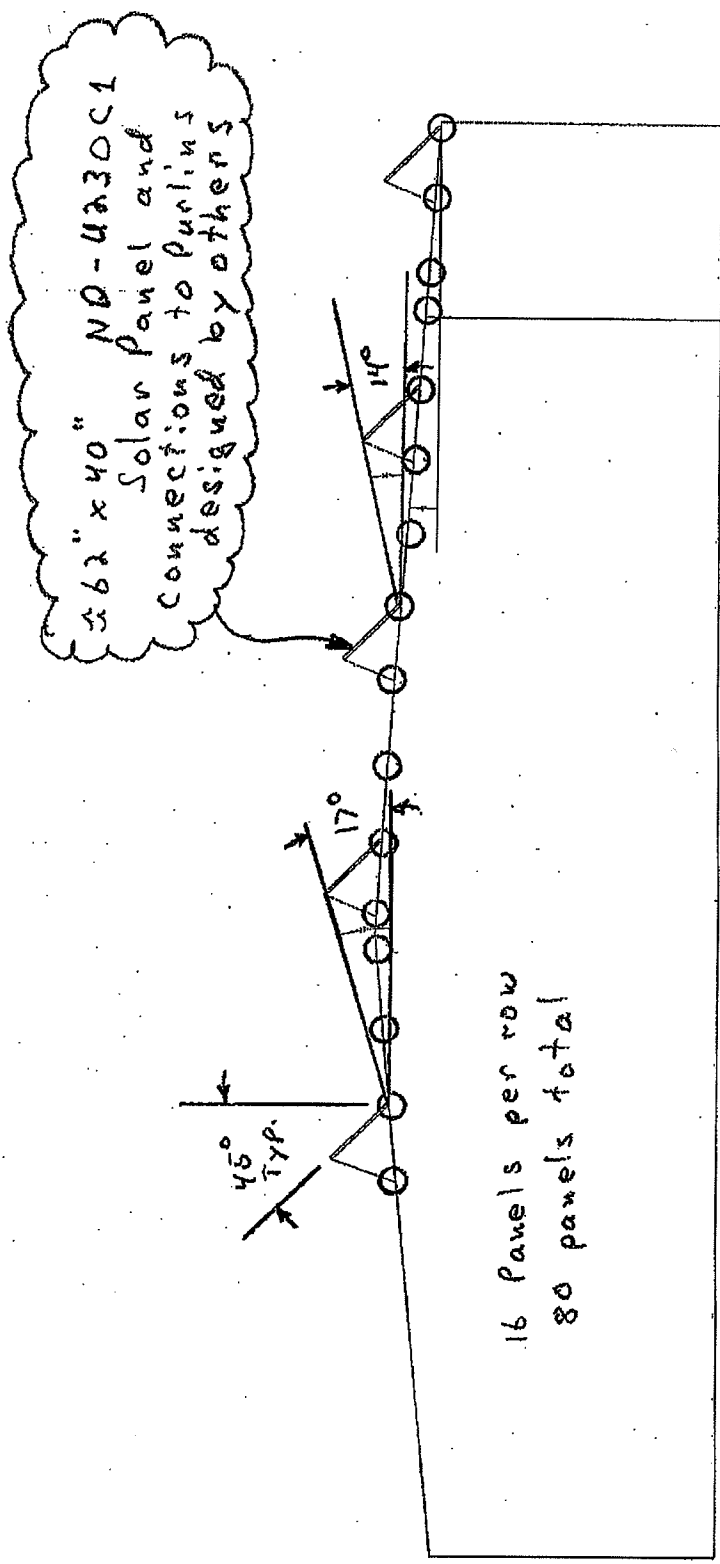


MAY 03 2010

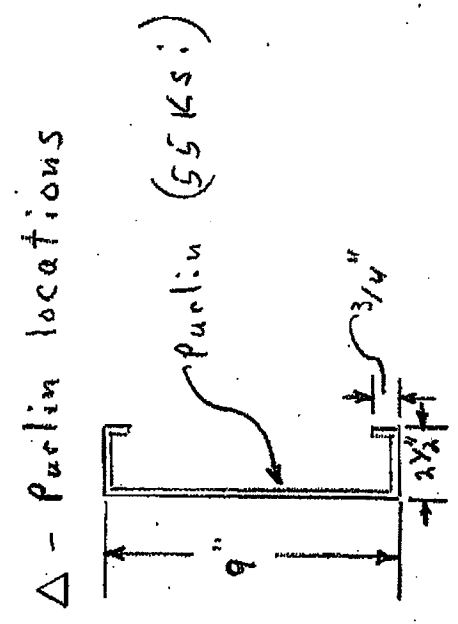
Plan View

SHT
E1

RICE ENGINEERING Template: REL-MC-2002	105 School Creek Trail Luxemburg, WI 54217 Phone: (920)845-1042 Fax: (920)845-1048 www.rice-inc.com	Project Description: Brown County Fairgrounds	Job No:	10-04-26F
			Engineer:	JJK Sheet No: E1
			Date:	4/29/10 Rev:
			Chk By:	Date:



Section View	SHT E2
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RICE ENGINEERING Template: REI-MC-2002	105 School Creek Trail Luxemburg, WI 54217 Phone: (920)845-1042 Fax: (920)845-1048 www.rice-inc.com	Project Description: Brown County Fairgrounds	Job No: 10-04-26P	
			Engineer: JJK	Sheet No: E2
			Date: 4/29/10	Rev:
			Chk By:	Date:

Brown County

Parks

Budget Status Report

4/30/2010

	Annual Budget	YTD Actual
Personnel Services	\$ 857,188	\$ 218,858
Fringe Benefits and Taxes	\$ 370,429	\$ 134,009
Salaries Reimbursement	\$ -	\$ -
Employee Costs	\$ 5,380	\$ 1,300
Operations & Maintenance	\$ 420,805	\$ 103,370
Utilities	\$ 138,792	\$ 35,713
Chargebacks	\$ 227,372	\$ 74,083
Contracted Services	\$ 106,460	\$ 43,170
Other	\$ 18,000	\$ 18,000
Outlay	\$ 121,800	\$ 6,147
Transfer Out	\$ -	\$ -
Property Taxes	\$ 1,390,868	\$ 483,623
Intergovernmental	\$ 72,758	\$ 24,783
Charges For Sales and Service	\$ 207,300	\$ 10,701
Miscellaneous Revenue	\$ 17,550	\$ 9,197
Rent	\$ 356,750	\$ 212,163
Charges to County Departments	\$ 115,000	\$ 33,314
Transfer In	\$ 106,000	\$ -

HIGHLIGHTS:

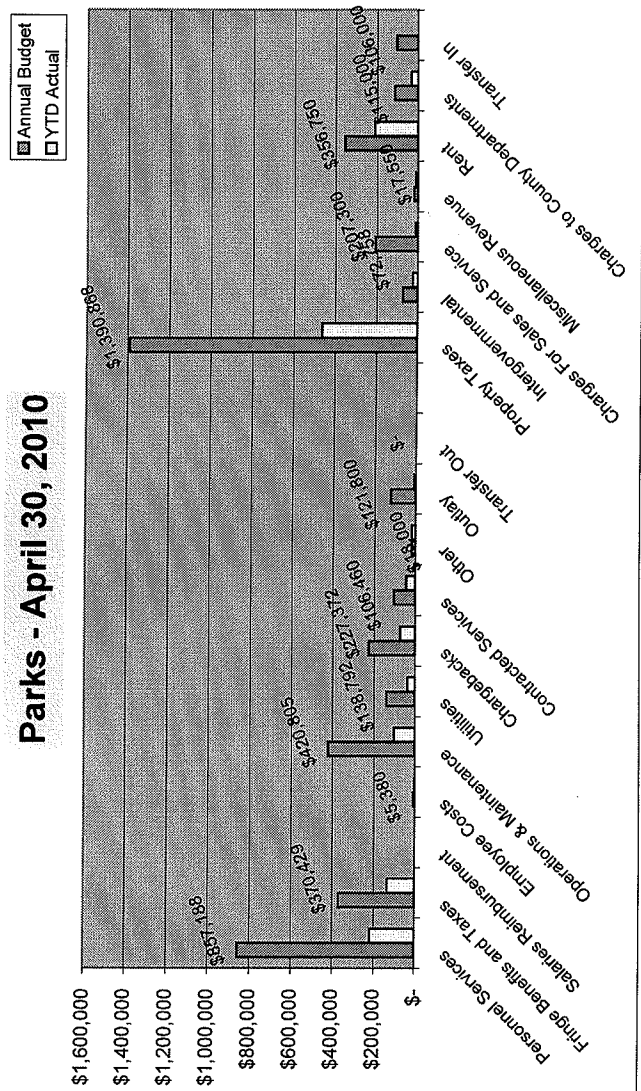
Budget on track at this point

Expenses:

Total expenses to date: \$634,650

Revenues:

Total revenues to date: \$753,781

Parks - April 30, 2010

FACILITY AND PARK MANAGEMENT

Brown County

325 EAST WALNUT STREET, ROOM 220
PO BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4055 FAX (920) 448-4054
E-MAIL DOWELL_WE@CO.BROWN.WI.US



WILLIAM E. DOWELL, CFM

FACILITY AND PARK DIRECTOR

To: Brown County Board of Supervisors – Education and Recreation Committee

From: William E. Dowell

Date: May 26, 2010

Re: Brown County Boat Launch Hours Change

After consideration of recent public requests requesting a revision to the hours that shore anglers can use the boat launches operated by Brown County - Facility and Park Management staff are making the below recommendation:

For the boat launch facilities at Bay Shore Park, Suamico Boat Launch, Wrightstown Park and Lily Lake it is recommended that hours of operation be extended from the existing sunset closure to an 11:00 PM closure for fishing purposes only. These expanded hours of operations are only for the aforementioned launch areas and do not extend to any public areas outside of the immediate launch facility. These extended hours would be from the spring ice-out until 11:00 PM of the Friday of Memorial Day Weekend each year

DIRECTOR'S REPORT

Facility & Park Management

April 2010

Marv Hanson

Fairgrounds

- Park security, Park inventory & daily campground monitoring
- Process maintenance work orders
- Host for commercial events (City Auction and weekly dog training for Packerland Kennel and 4H Tailwaggers)
- Winter storage removal
- Removed winter storage items from buildings
- Open restrooms
- Equipment maintenance
- Grounds repair
- Safety training on equipment & invasive plant species
- West electrical pedestals complete
- Tornado awareness training

Neshota Park

- Cleaning, security checks and Park inventory
- Install bypass bridge on advanced hiking/ski trail
- Open horse & hiking trail
- Trenched and installed new water line for drinking fountain
- Trail repairs

Way-Morr Park

- Security checks and Park inventory
- Open restrooms
- Grounds repair & leaf/brush removal
- Fill in stump holes

Lily Lake

- Removed lake aerator
- Cleaning, security checks and Park inventory
- Grounds repair & leaf/brush removal
- Boat launch collection and enforcement

Wrightstown Park

- Security checks and Park inventory
- Install launching dock
- Open boat launch
- Boat launch collection and enforcement
- Weekly grass cutting and grounds maintenance

Fonferek Glen

- Cleaning, security checks and Park inventory
- Monthly sign inventory checklist

- Clean up rock art and spring clean

Matt Kriese

Barkhausen

- Complete maple syrup clean-up and storage
- Prepare Spring programming items
- Trail inspections
- Animal husbandry
- Hosted Duck Club and Conservation Alliance meetings
- Staff safety training
- Cut wood for public bat house programs
- Equipment maintenance (Archibus)
- Developed powerpoint presentation for public bat house programs
- Met with engineer and electrician on photovoltaic system

Special Events or Programs

- Public bat house building program – 68 attendees
- After school programming – 12 attendees
- School programming – 382 attendees
- Volunteer projects – 19 volunteers

Suamico Boat Launch

- Installed docks
- Open bathroom for the season
- Check and removal of debris from launch lanes
- Fee collection and enforcement
- Grounds upkeep
- Installed new faucets

Fox River Trail

- Weekly trail inspection
- Completion of Judge Naze's Memorial area
- Met with contractor for remaining work on Heritage rest station
- Pass enforcement and collection
- Graded six miles of gravel trail from Greenleaf south
- Building maintenance at St. Francis
- Maintain dog waste stations
- Mowing of landscaped areas
- Met with Cornette co-op in Greenleaf on short section of trail they will be paving

Mountain-Bay Trail

- Weekly trail inspections
- Fee collection and enforcement
- Graded trail from Anston west (5 miles)

Devil's River Trail

- Graded entire 1 ¼ mile trail

Special Events or Programs

- Adopt-A-Trail clean-up both trails
- Judge Naze Memorial dedication

Rick Ledvina

Bay Shore Park

- Continued to cut downed wood for sales in campground
- Welcomed Park staff. Opened all areas of the Park including campground, shelter, and boat landing
- Removed leaves from campground (over 100 truck loads)

Brown County Park/Pet Exercise Area

- Removed trees for firewood at Bay Shore
- Repaired fence line so the dogs wouldn't get out
- Highway blacktopped entrances into off leash areas
- Installed new culvert and repaired fence lines

Pamperin Park

- Welcomed seasonal staff. Got all equipment out of storage for Spring use
- Reviewed and started up mowing practices
- We opened up the entire Park because of the early Spring and we had several days of over 1000 people in attendance

VandeHei Property

- Security checks of the facility on a regular basis to maintain the integrity of the Park

Wequiock Falls

- Several days of multiple school groups using the Park for educational purposes
- Opened restrooms and Park is ready for use

Jon Rickaby

Reforestation Camp

- Completed 72 work orders
- Landscape Mar-Dol
- Park and Zoo buildings and grounds upkeep
- Vehicle washing and cleaning
- Re-landscaped the Lodge and replaced the mulch
- Start up of many Zoo exhibits
- Constructed and installed a Haller Creek Foot Bridge to replace old existing bridge
- Many preventatives
- MSDS maintenance and housekeeping of maintenance areas
- Security and pass collections
- Rentals cleaning and up-keep
- Inspections
- Replacement door on the Zoo Animal Health Center
- Several furnace repairs
- Traffic control for the Zoo Easter event
- Installed a squeeze system in the Elk Yard
- Over 100 volunteer hours on various projects

COMPLEX ATTENDANCE FOR THE BROWN COUNTY VETERANS MEMORIAL COMPLEX

April-10	Date	Building	2010	2009	2009 Date
Kids Headstart	April 27 2010	ARENA	450	450	
Winners Wear Helmets	April 28 2010	ARENA	600	600	
Master Spas	April 30 2010	ARENA	150	N/A	
ARENA TOTAL			1200	1,050	
Everybody's Rummage Sale	April 3 2010	SHOPKO	2661	N/A	
Dierks Waukesha Food Show	April 6 2010	SHOPKO	1220	1,200	
Snowmobile Sneak Peek	April 7 2010	SHOPKO	950	N/A	
Big Event for Little Kids	April 10 2010	SHOPKO	3681	3,741	
Truck Show	April 15 2010	SHOPKO	892	N/A	
Truck Show	April 16 2010	SHOPKO	400	N/A	
Train Show	April 24 2010	SHOPKO	3000	2,955	
Train Show	April 25 2010	SHOPKO	1800	1,966	
Reinhart Food Show	April 27 2010	SHOPKO	1200	1,200	
SHOPKO HALL TOTAL			15,804	11,062	
Gamblers vs. Indiana	April 2 2010	RESCH	3975	3,993	
Gamblers vs. Fargo Force	April 3 2010	RESCH	4115	3,138	
Clark Cup Playoff Game	April 7 2010	RESCH	1590	4,061	
Clark Cup Playoff Game #2	April 9 2010	RESCH	4113	1,886	
Gamblers Play off Game - Round 2	april 16 2010	RESCH	2778	3,636	
Elton John	April 17 2010	RESCH	9765	N/A	
Gamblers Play off	April 18 2010	RESCH	1914	1,660	
Blizzard	April 24 2010	RESCH	3853	6058	
Gamblers Play off Game - Round 2	April 30 2010	RESCH	3153	3834	
Blizzard vs. Arkansas		RESCH	N/A	3,888	April 24 2009
New Kids on the Block		RESCH	N/A	3,702	April 7 2009
RESCH CENTER TOTAL			35,256	35,856	
TOTAL FOR APRIL 2010			52,260	47,968	

